

**HUMAN SERVICES GROUP
SUMMARY**

	<u>Page #</u>	<u>Approp/ Requirements</u>	<u>Revenue/ Financing Sources</u>	<u>Local Cost</u>
<u>GENERAL FUND</u>				
AGING AND ADULT SERVICES:				
AGING PROGRAMS	308	8,184,557	8,184,557	-
CHILD SUPPORT SERVICES	313	41,478,447	38,694,021	2,784,426
HUMAN SERVICES SYSTEM:				
ADMINISTRATIVE CLAIM	317	323,382,345	310,052,303	13,330,042
SUBSISTENCE PAYMENTS	329	430,779,367	408,957,913	21,821,454
AID TO INDIGENTS	355	1,361,560	342,470	1,019,090
VETERANS AFFAIRS	369	1,145,928	299,667	846,261
TOTAL GENERAL FUND		<u>806,332,204</u>	<u>766,530,931</u>	<u>39,801,273</u>
<u>SPECIAL REVENUE FUNDS</u>				
		<u>Approp/ Requirements</u>	<u>Revenue</u>	<u>Fund Balance</u>
HUMAN SERVICES SYSTEM:				
PROPOSITION 36	358	7,848,018	6,003,762	1,844,256
AB212	361	681,996	600,000	81,996
PRESCHOOL SERVICES	363	38,809,924	38,939,752	(129,828)
TOTAL SPECIAL REVENUE FUNDS		<u>47,339,938</u>	<u>45,543,514</u>	<u>1,796,424</u>
<u>OTHER AGENCY FUND</u>				
	<u>Page #</u>	<u>Approp</u>	<u>Revenue</u>	<u>Fund Balance</u>
IN-HOME SUPPORTIVE SERVICES	548	5,055,697	3,737,744	1,317,953



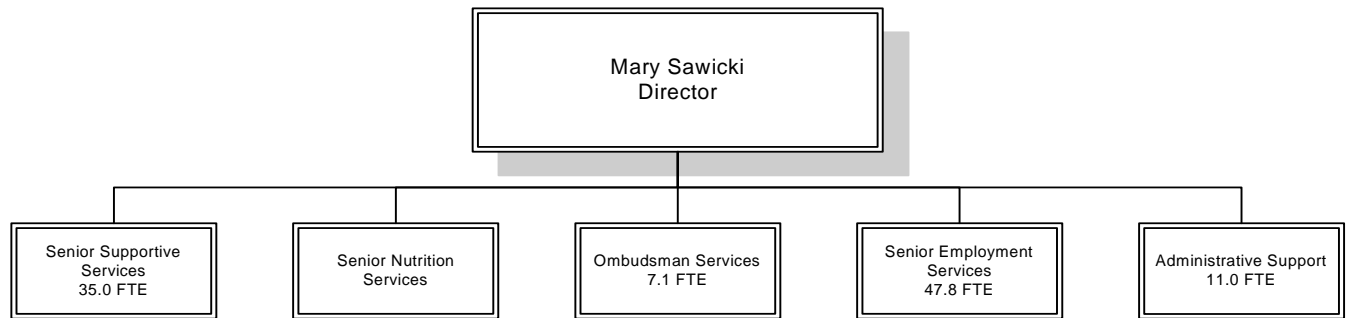
AGING AND ADULT SERVICES

Mary R. Sawicki

MISSION STATEMENT

The Department of Aging and Adult Service's Mission is providing service to seniors and at risk individuals to improve or maintain choice, independence, and quality of life. The department works to ensure seniors and adults with disabilities have the right to age in place, in the least restrictive environment.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

The predominate funding source for the Aging programs is the Older American's Act and is summarized as follows:

- Senior Supportive Services – Special programs for seniors 60 and over to provide links to services that will allow the aging population to remain in their homes, provide respite adult care, assisted transportation, legal services, home safety devices and case management services.
- Senior Nutrition Services – Meal program for seniors 60 and over to provide nourishing meals, nutrition and education counseling, companionship, and long-term care protections.
- Ombudsman Services – Independent, objective, and neutral persons who advocate for dignity, quality of life, and quality of care for all residents in long-term care facilities. They are authorized by federal and state law to receive, investigate, and resolve complaints by or on behalf of residents in long-term care facilities, skilled nursing facilities, and Community-Care licensed board and care homes.
- Senior Employment Services – provides part-time employment services for seniors age 55 and over. Seniors in the program receive on-the-job training in clerical work, basic computer skills, resume preparation, job location strategies, and other related topics.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	8,878,761	8,147,202	8,835,420	8,184,557
Departmental Revenue	8,316,651	8,147,202	8,700,984	8,184,557
Local Cost	562,110	-	134,436	-
Budgeted Staffing		101.1		101.9

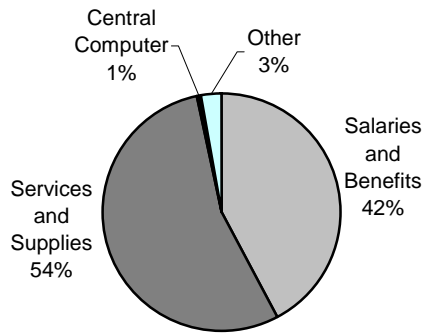
Workload Indicators

Senior Employee Enrollees	117	85	175	127
Meals Served	1,006,153	1,050,206	878,592	900,000
Senior Home & Health Care Clients	316	314	308	310
Community Based Services Clients	1,625	1,240	1,266	1,180
Information & Assistance Contacts	44,995	50,194	44,815	49,596

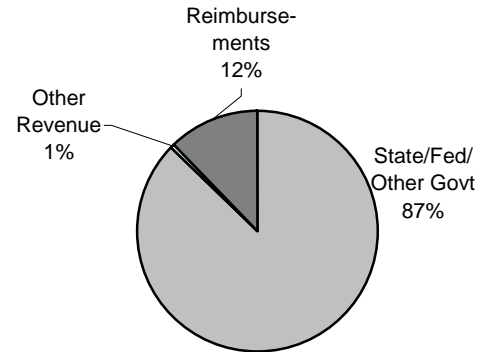
By not accruing 2003-04 revenues for uncanceled encumbrances at year-end resulted in a net variance of \$134,436. All expenditures are 100% funded with federal and state funds.



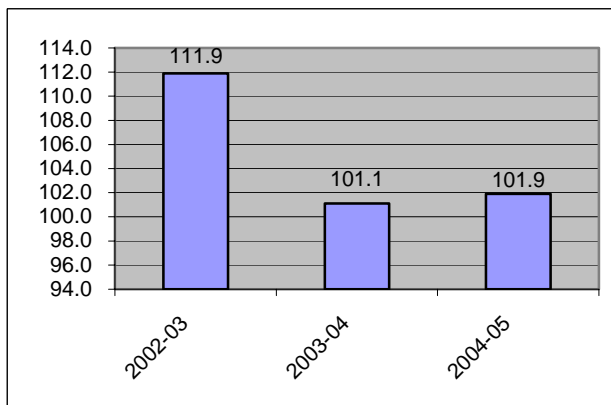
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



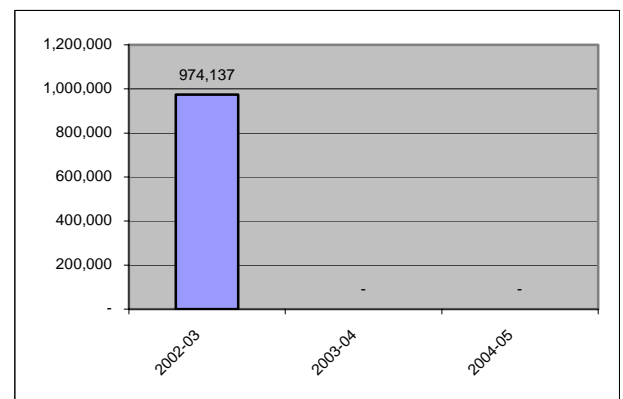
2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 STAFFING TREND CHART



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Aging & Adult Services
FUND: General

BUDGET UNIT: OOA VARIOUS
FUNCTION: Public Assistance
ACTIVITY: Administration

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Salaries and Benefits	3,595,327	3,688,839	4,112,641	(164,451)	3,948,190
Services and Supplies	5,552,092	5,109,483	5,266,216	(209,724)	5,056,492
Central Computer	39,490	39,490	39,490	16,382	55,872
Other Charges	111,302	40,000	40,000	(29,000)	11,000
Transfers	439,527	406,295	456,295	(202,386)	253,909
Total Exp Authority	9,755,199	9,284,107	9,914,642	(589,179)	9,325,463
Reimbursements	(919,779)	(1,136,905)	(1,128,812)	(12,094)	(1,140,906)
Total Appropriation	8,835,420	8,147,202	8,785,830	(601,273)	8,184,557
Departmental Revenue					
State, Fed or Gov't Aid	8,690,837	7,832,202	8,440,830	(313,393)	8,127,437
Other Revenue	8,075	315,000	345,000	(287,880)	57,120
Total Revenue	8,700,984	8,147,202	8,785,830	(601,273)	8,184,557
Local Cost	134,436	-	-	-	-
Budgeted Staffing		101.1	105.1	(3.2)	101.9



2003-04 Budget to Actual Narrative

Salary and benefits was under final budget by \$93,512 due to the following:

- The Senior Employment Program is under expending salaries and benefits by \$36,000 and reducing budgeted positions due to reduced funding.
- An additional \$67,512 in salary and benefit savings is due to lag time in recruiting and hiring staff.

Services and supplies exceeded final budget by \$442,609 due to increased expenditures in Family Caregiver Supplemental Services and Title III programs. These appropriation and revenue increases were approved by the Board on December 16, 2003 item #48 for the Family Caregiver Supplemental Services Program and on February 3, 2004 item #27 for Title III programs.

Other charges expenditures exceeded final budget appropriation by \$71,302 due to a \$10,000 increase in funding to Family Caregiver Supplemental Services and \$61,302 Voucher transportation services from one-time-only funding from the state. These appropriations and revenue increases were approved by the Board of Supervisors on February 3, 2004, Item #27.

Fixed asset expenditures exceeded final budget by \$17,461 due to increased funding from the state for the Ombudsman Volunteer recruitment process. The department received approval from the Board of Supervisors on February 3, 2004, Item #27, to purchase a van utilizing this one-time-only funding.

Transfers was under final budget by \$33,232 due to Public Health nurses in the MSSP program moving into the Aging Programs budget.

Reimbursements was under final budget by \$217,126 due to a reduction in Aging personnel doing fewer assignments for Adult Service programs during the fiscal year.

Revenue exceeded final budget by \$646,864 due to increased funds for the Ombudsman Initiative, Family Caregiver, Nutrition and Supportive Services programs. The Board of Supervisors on November 18, 2003, Item #28, December 16, 2003 item #48, and February 3, 2004 item #27 approved revenue increases.

Projected state revenue is less than budgeted and federal revenue is more than budgeted due to incorrectly classifying budgeted MSSP federal revenue as state revenue. A revenue transfer to correct this situation was submitted.

Staffing and Program Changes for 2004-05

Staffing increased by a net 0.8 budgeted staffing in 2004-05. Changes consist of the following:

- ❖ Added 3.0 Public Health Nurses II by transferring staff from the Public Health Department budget to the Aging budget under the Multipurpose Senior Service Program to manage cases of medically fragile clients. Transferring them to the Aging budget enables the department to save administrative overhead costs and directly supervise the employees.
- ❖ Added 1.3 Social Service Aides, 1.0 Ombudsman Volunteer Coordinator and 0.5 Clerical Assistants and 0.2 Social Service Practitioners. On November 18, 2003 the Board of Supervisors approved, Item 28, adding 4.0 budgeted positions to assist in the workload for the Ombudsman and Family Caregiver programs. Due to increased costs to maintain programs and to remain within allocation, 0.5 Accountant II and 0.5 Ombudsman Field Coordinator positions were not filled and will not be included in 2004-05 budget.
- ❖ Deleted 0.2 budgeted FTE in an Ombudsman position to remain within allocation. This is a contract position that will be working fewer hours.
- ❖ Deleted 1.0 Supervising Accountant II and 1.0 Supervising Program Specialist in Administration due to increased costs to maintain programs and to remain within allocation. These positions have been reassigned to other county departments.
- ❖ Deleted 1.0 Social Service Aide and 1.0 Fiscal Clerk II in the Senior Employment Program due to increased costs to maintain programs and to remain within funding allocation. These positions have been reassigned to other county departments.
- ❖ Deleted 1.0 Senior Information and Referral Rep in the Senior Information and Assistance Program due to increased costs to maintain within funding allocation.



Medi-Cal Administrative Activities (MAA) revenue has not been budgeted in 2004-05. MAA are administrative activities currently performed by staff necessary for the proper and efficient administration of the Medi-Cal program and requires a 50% local share to receive federal reimbursement. Because reimbursement for costs in this program is stagnating at the state level and it is unknown when receipt of funds will occur, MAA revenue is not budgeted in 2004-05. The department has reduced staffing and services and supplies in order to stay within existing allocations.

DEPARTMENT: Aging & Adult Services
FUND: General
BUDGET UNIT: OOA VARIOUS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	101.1	8,147,202	8,147,202	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	190,931	190,931	-
Internal Service Fund Adjustments	-	30,264	30,264	-
Prop 172	-	-	-	-
Other Required Adjustments	4.0	417,433	417,433	-
Subtotal	4.0	638,628	638,628	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	105.1	8,785,830	8,785,830	-
Board Approved Changes to Base Budget	(3.2)	(601,273)	(601,273)	-
TOTAL 2004-05 TOTAL BUDGET	101.9	8,184,557	8,184,557	-

DEPARTMENT: Aging & Adult Services
FUND: General
BUDGET UNIT: OOA VARIOUS

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Deleted 3.7 Program budgeted staffing Reduction due to increased cost to maintain program to remain within funding. In Senior Employment 2.0 positions will be deleted. 1.0 (Fiscal Clerk II) will be transferred to another department. 1.0 (Social Service Aide) will be deleted. In Supportive Services 1.0 (Senior Information & Referral) vacant position will be deleted. In Ombudsman .5 contracted (Asst. Field Coord.) vacant position deleted. Reduced (Asst. Field Coord.) hours by 0.2 FTE.	(3.7)	(162,401)	(162,401)	-
2. Deleted 2.5 Administration budgeted staffing Reduction due to increased cost to maintain program. From administration 2.5 positions will be deleted. 1.0 (Accountant Supervisor II) transferred to another department. 1.0 (Program Supervisor) will also need to be reduced. .5 (Accountant I) deleted a vacant position.	(2.5)	(233,413)	(233,413)	-
3. Added 3.0 positions to Multipurpose Senior Service Program Added 3.0 Public Health Nurses into program. Positions were transferred from Public Health in fiscal year 2003-04 resulting in a cost savings in overhead of approximately \$36,451.	3.0	250,854	250,854	-
4. Reduced benefits Ombudsman employment Contracts Adjustments to Ombudsman contracts resulted in a savings of approximately \$16,012. Cost for filled coordinator and clerical assistant adjustment to FY 04/05 cost in Mid-year adjustments (3,479)	-	(19,491)	(19,491)	-
5. Reduced COWCAP charges Decrease in COWCAP charges	-	(66,241)	(66,241)	-



DEPARTMENT: Aging & Adult Services
 FUND: General
 BUDGET UNIT: OOA VARIOUS

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
6. Reduced comnet charges Decrease in comnet & phone charges	-	(48,693)	(48,693)	-
7. Reduced general expenses Decrease overall services and supplies: memberships and publications (\$6,817), legal notices (\$2,318), training (\$2,874), Office expense (\$24,101), other insurance (\$4,479), printing services (\$16,448), advertising (4,190), travel (\$7,847) equip maintenance (\$1,933) other misc. decreases (\$23,783).	-	(94,790)	(94,790)	-
8. Increase central computer Increase in computer services	-	16,382	16,382	-
9. Reduced emergency Assistance Reduced income support material aid in the Family Caregiver Support Program to remain within funding due to increase costs to main program.	-	(29,000)	(29,000)	-
10. Reduced transfers Public Health Nurses transferred into Aging budget reducing transferred costs by approximately (\$216,600). Increase for .1 FTE Supervising Public Health Nurses in HSS Administration Claim for approximately \$2,065. Increase due to DPA performing duties for Aging \$25,278. Rent was overstated in FY 2003/04 (\$13,129).	-	(202,386)	(202,386)	-
11. Increase Reimbursements .5 FTE of Public Health Nurse budgeted in Aging programs performing Adult Services duties.	-	(41,809)	(41,809)	-
12. Decrease Reimbursements Community Development Block Grant reduced (\$18,992), reduction of Aging programs performing Adult services duties (\$32,496), reduced Adult Services that are paid by Aging (\$110,779), offset by increase in reimbursement for overhead charged for Aging programs performing Adult services duties \$132,552.	-	29,715	29,715	-
Total	(3.2)	(601,273)	(601,273)	-



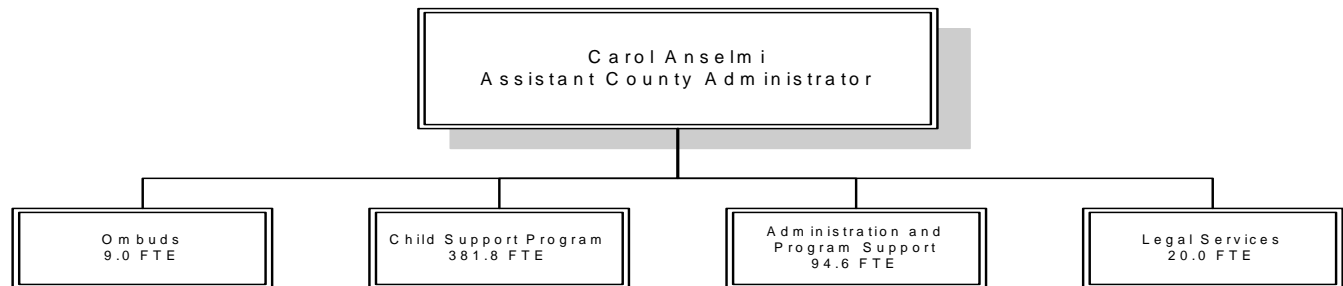
CHILD SUPPORT SERVICES

Carol Anselmi

MISSION STATEMENT

The County of San Bernardino Department of Child Support Services determines paternity, establishes and enforces child support orders, and issues payments to assist families in meeting the financial and medical needs of their children. We provide timely and effective service in a professional manner.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

The County of San Bernardino Department of Child Support Services (DCSS) administers the federal and state Title IV-D Child Support Program. DCSS promotes the well being of children and the self-sufficiency of families by providing child support assistance efficiently, effectively and professionally.

By establishing and enforcing child support orders, DCSS fosters a sense of parental responsibility that enhances the lives of San Bernardino County children. Basic program activities include locating absent parents, establishment of paternity, establishment of support orders pursuant to state guidelines, enforcement of support obligations, modification of support obligations when needed, and collection and distribution of support payments.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	38,845,942	39,889,326	39,516,560	41,478,447
Departmental Revenue	38,869,853	39,889,326	36,956,249	38,694,021
Local Cost	(23,911)	-	2,560,311	2,784,426
Budgeted Staffing		565.0		506.4

Workload Indicators

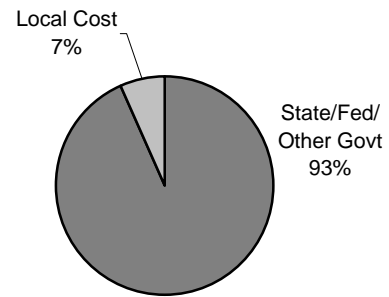
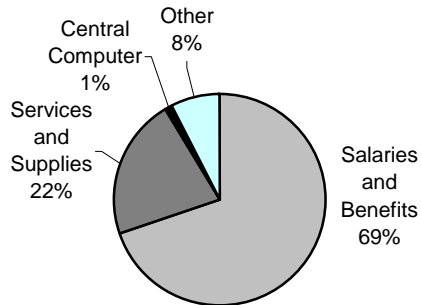
Average Collections Per Month	10,831,461	11,250,000	12,296,906	12,666,667
New Cases	28,904	29,500	47,822	30,900
Total Cases	162,785	160,000	158,637	152,200
Cases per Officer	733	842	867	825

The local cost associated with the department is what the county is required to pay to the federal government for failure to meet child support automation requirements. Beginning in 2003-04, the State Department of Finance is allocating up to 25% of this penalty to counties. The County of San Bernardino's anticipated share of the penalty was \$2,784,426. Actual penalty assessed was \$2,560,310 resulting in a savings of \$224,116.

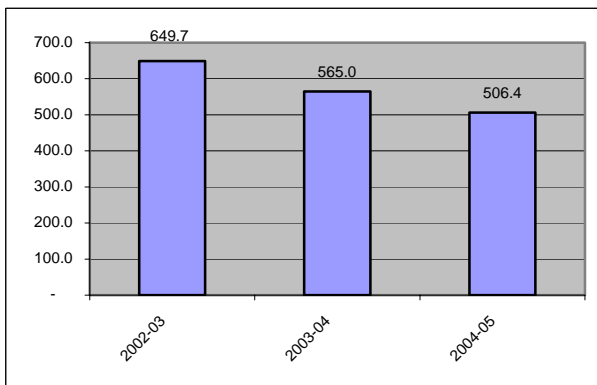


2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

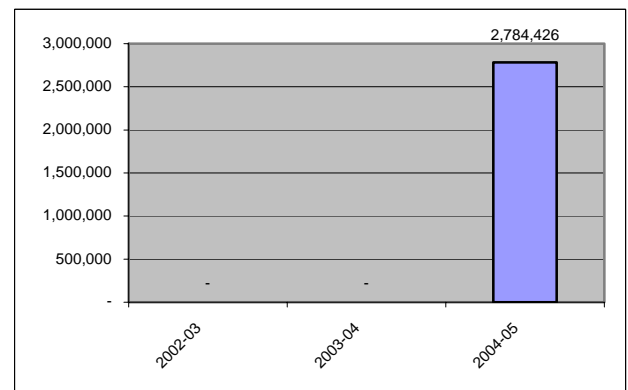
2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 STAFFING TREND CHART



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Child Support Services
FUND: General

BUDGET UNIT: AAA DCS
FUNCTION: Public Protection
ACTIVITY: Child Support

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Salaries and Benefits	27,615,625	29,451,933	30,106,025	(1,213,788)	28,892,237
Services and Supplies	8,288,263	6,931,924	9,957,915	(983,590)	8,974,325
Central Computer	361,631	361,631	451,257	-	451,257
Transfers	2,779,739	3,143,838	3,143,838	16,790	3,160,628
Total Appropriation	39,516,560	39,889,326	43,659,035	(2,180,588)	41,478,447
Departmental Revenue					
State, Fed or Gov't Aid	36,840,301	39,889,326	40,874,609	(2,180,588)	38,694,021
Total Revenue	36,956,249	39,889,326	40,874,609	(2,180,588)	38,694,021
Local Cost	2,560,311	-	2,784,426	-	2,784,426
Budgeted Staffing		565.0	542.0	(35.6)	506.4

2003-04 Budget to Actual Narrative

In comparison to final budget the department saved a total of \$1.8 million. Due to state funding reductions of \$1.3 million, the department experienced actual savings of \$483,516 or 1.7% due to unanticipated attrition.

Services and supplies were under budget by \$1.3 million. This was mainly due to three factors:



1. The reduction in staffing facilitated the decrease in communication costs, training, utilities, office supplies, and professional services.
2. The reductions in IRS take back charges in special department expense object code. Each year the IRS sends the department income tax refunds of delinquent parents that owe child support. If refunds are sent in error the department must return the funds to the IRS. Due to a change in the IRS tracking method for recoveries the department anticipates returning only \$206,000, which is \$600,000 less than budget.
3. The State of California is currently paying a \$194.8 million annual penalty to the federal government for failure to meet child support automation requirements. Beginning in 2003-04, the State Department of Finance is allocating up to 25% of this penalty to counties. The County of San Bernardino's anticipated share of the penalty was \$2,784,426. Actual penalty assessed was \$2,560,310 resulting in a savings of \$224,116.

Transfers were under budget by \$364,099, which reflects savings that are primarily related to the department's decision to vacate a Redlands facility that was leased from the Transitional Assistance Department,

The Department of Child Support Services is a reimbursement program administered by the State Department of Child Support Services and is backed by state and federal funding. All allowable costs of the program are 100% funded through these sources. Due to federal law the county must pay the Child Support automation penalty with local funds, which is estimated to be \$2.6 million this year.

Staffing and Program Changes for 2004-05

The salaries and benefits appropriation is reduced by \$559,696 to reflect a reduction of 58.6 budgeted positions at a cost of \$2,409,093 offset by MOU-related increases of \$1,849,397. The reduction will be managed through attrition and no layoffs are anticipated.

The State Department of Child Support Services has scheduled the San Bernardino County DCSS for conversion to a new interim Child Support Enforcement System (CASES) by February 2005. This county's conversion to CASES is part of the state's plan to eliminate the federal penalties imposed on the state, a portion of which are now being paid by the counties. The department expects to receive a conversion budget from the state in late May, for 2004-05, and will be submitting a mid-year board item early in the fiscal year to increase appropriation and revenue.

The net reduction of 58.6 budgeted positions consist of: (2.0) Chief Clerks, (2.0) Child Support Field Investigators, (4.7) Child Support Officer Is, (2.8) Child Support Officer IIs, (25.0) Clerk IIs, (3.5) Clerk IIIs, (1.0) Clerk IV, (1.0) Chief, Child Support, (3.4) Fiscal Clerk IIs, (3) Investigative Technician Is, (1.0) Secretary I, (2.0) Staff Aides, (1.0) Child Support Attorney I, (6.1) Child Support Assistants, and (0.2) Supervising Child Support Officer.

The services and supplies budgeted appropriation increased by \$2.0 million. Appropriations were increased by \$2.7 million to allow the county to pay the Federal Automation Penalty. Therefore, there is a net decrease in services and supplies of \$742,025. The penalty was imposed by the federal government due to California's failure to meet federal child support automation requirements. This penalty will be paid each year until a statewide-automated system is in place. It is anticipated that an interim automated system will be in place by September 2005 with a more permanent system in place 2 years later. On September 23, 2003 in the State Budget Reduction Impacts and Adjustments item presented to the Board (Item #65), the County Administrative Office requested to have appropriations and local cost increased to reimburse the state for the county's share of the penalty. In 2004-05 the department will again be given local cost totaling \$2.8 million to cover this penalty.

Intra-fund transfers increased by \$16,790, primarily due to an increase in charges to HSS Information Technology for staffing costs.

Child Support is a reimbursement program backed by 100% state and federal funding and revenues have been adjusted to reflect actual expenditures.



DEPARTMENT: Child Support Services
 FUND: General
 BUDGET UNIT: AAA DCS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	565.0	39,889,326	39,889,326	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	1,849,397	1,849,397	-
Internal Service Fund Adjustments	-	331,191	331,191	-
Other Required Adjustments	(23.0)	(1,195,305)	(1,195,305)	-
Subtotal	(23.0)	985,283	985,283	-
Impacts Due to State Budget Cuts	-	2,784,426	-	2,784,426
TOTAL BOARD APPROVED BASE BUDGET	542.0	43,659,035	40,874,609	2,784,426
Board Approved Changes to Base Budget	(35.6)	(2,180,588)	(2,180,588)	-
TOTAL 2004-05 FINAL BUDGET	506.4	41,478,447	38,694,021	2,784,426

SCHEDULE B

DEPARTMENT: Child Support Services
 FUND: General
 BUDGET UNIT: AAA DCS

BOARD APPROVED CHANGES TO BASE BUDGET

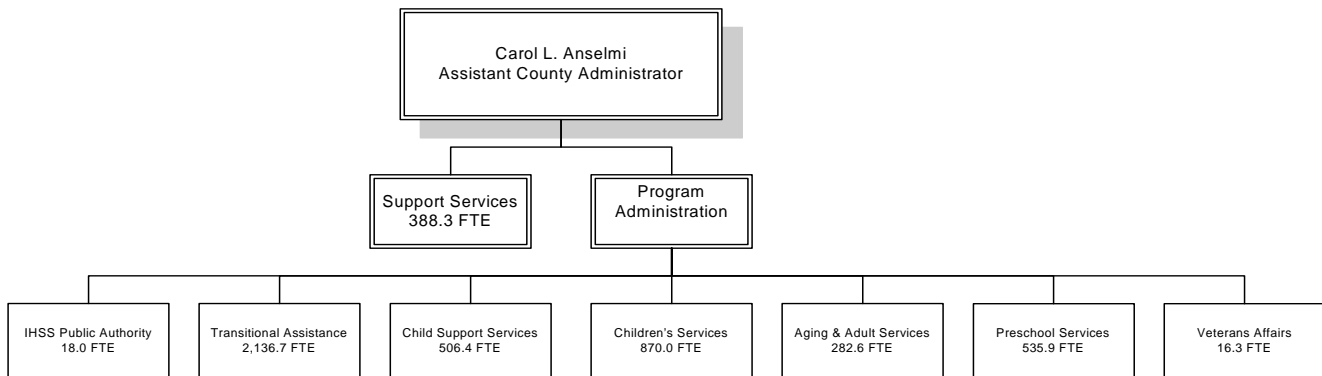
Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. COWCAP Reduction Reduction made in the County-wide Cost Allocation Plan.	-	(108,767)	(108,767)	-
2. Salary & Benefit Reduction Staffing reduction due to MOU and other cost increases.	(35.6)	(1,213,788)	(1,213,788)	-
3. Services and Supplies Reduction in services and supplies due to staffing reduction.	-	(874,823)	(874,823)	-
4. Increase in Transfers Increase in salary and benefit costs for staff in AAA DPA that perform IT and other support functions for the department.	-	16,790	16,790	-
Total	(35.6)	(2,180,588)	(2,180,588)	-



HUMAN SERVICES SYSTEM

Carol Anselmi

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

	2004-05				
	Operating Exp/ Appropriation	Revenue	Local Cost	Fund Balance	Staffing
<u>General Fund</u>					
Child Support Services	41,478,447	38,694,021	2,784,426		506.4
Dept of Aging & Adult Services-Aging Programs	8,184,557	8,184,557	-		101.9
HSS Administrative Claim	323,382,345	310,052,303	13,330,042		3,576.7
HSS Subsistence Payments	430,779,367	408,957,913	21,821,454		-
HSS Aid to Indigents (General Relief)	1,361,560	342,470	1,019,090		-
Veterans Affairs	1,145,928	299,667	846,261		16.3
Total General Fund	806,332,204	766,530,931	39,801,273		4,201.3
<u>Special Revenue Funds</u>					
Preschool Services	38,909,924	38,939,752		(129,828)	535.9
AB 212-Teacher Stipends	681,996	600,000		81,996	-
Total Special Revenue Fund	39,591,920	39,539,752		(47,832)	535.9
<u>Other Agency Fund</u>					
IHSS Public Authority	5,055,697	3,737,744		1,317,953	18.0
Totals	850,979,821	809,808,427	39,801,273	1,270,121	4,755.2

The Human Services System (HSS) is composed of six county departments: Transitional Assistance, Children's Services, Aging and Adult Services, Preschool Services, Child Support Services, and Veterans Affairs. Additionally, several support divisions under HSS Management Services (including HSS Information Technology and Support (ITSD), and the Performance, Education and Resource Center (PERC)) provide administrative and training support to the HSS departments.

Transitional Assistance, Children's Services, Adult Services, and all HSS support divisions are included in the HSS Administrative Claim process. The purpose of the claim process is to provide the county with the means for determining the costs applicable to each of the numerous welfare programs. This cost determination is necessary to satisfy federal and state reporting and funding requirements, and to determine appropriate federal and state financial reimbursement to the county for each of the welfare programs.

Subsistence Payments and Aid to Indigents (general relief) are either direct payments to welfare recipients or payments to organizations that provide service to the welfare recipients. The HSS Assistant County Administrator is responsible for all of the above budget units.

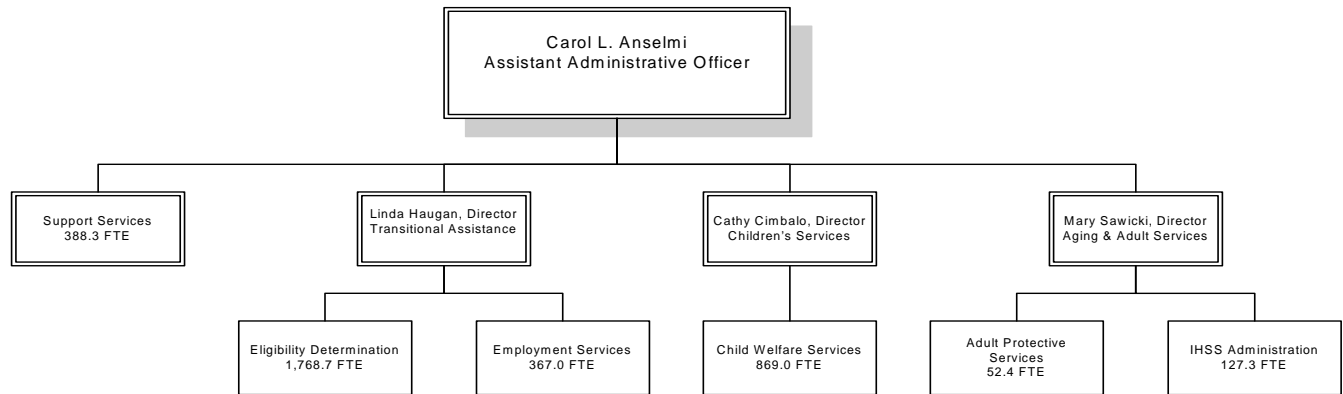


HSS – Administrative Claim

MISSION STATEMENT

The Human Services System works to build a healthy community by strengthening individuals and families, enhancing quality of life and valuing people.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

This budget unit represents the administrative claim made by the county for social services programs under applicable mandatory federal and state regulations. Included are Transitional Assistance Department (Eligibility and Employment Services), Department of Children's Services (DCS), Adult Services programs of the Department of Aging and Adult Services (DAAS), and the administrative support and training functions provided by HSS Administration and the Performance, Education and Resource Center (PERC).

Transitional Assistance Department (TAD)

TAD strives to meet the basic needs of individuals and families while working with them to attain self-sufficiency. TAD is responsible for the administration of the financial support programs that assist the needy with basic services. The primary services provided are statutory mandates and include: Transitional Assistance to Needy Families (TANF), food stamps, Medi-Cal, foster care administration, general relief assistance, CalWORKs – Employment Services Program and child care. All programs are funded by a combination of federal, state, Realignment and county dollars, with the exception of the general assistance program, which is funded solely by the county.

TAD-Eligibility ensures a proper mix of basic services that include, but are not limited to, screening applications for type of services needed, conducting eligibility determinations for the above mentioned services, calculating ongoing benefit issuance, and referring customers to appropriate agencies for services not provided by TAD.

TAD-Employment Services provides its customers remedial and/or basic education, and vocational or on-the-job training to prepare participants to enter the job market. Eligible customers receive supplemental funding for ancillary, childcare, and transportation costs during their active participation in the program. Failure to comply with program requirements results in loss or reduction of the participants' TANF subsistence payments.

Department of Children's Services (DCS)

DCS is a collection of programs aimed at reducing the occurrence of child abuse and neglect in San Bernardino County. The primary goal of these programs is maintaining families whenever possible. When not possible, the secondary goal is to provide the best permanent plan for the child removed from his or her caretaker. To accomplish the mission of DCS, a wide variety of services are offered. Child Protective Services is the program with the highest visibility, with the goal of prevention of abuse to minors and the protection of those abused.

Other DCS programs include:

- Emergency Response (ER): investigates allegations of child abuse and neglect and makes immediate plans to ensure the safety of endangered children. This is often the "front door" for clients entering the Child Welfare System.

- Family Maintenance (FM): builds on families' strengths and helps to remove barriers so children can remain safely at home.
- Family Reunification (FR): works to make the family environment a safe one so children can return home.
- Permanency Planning (PP): ensures that children who are unable to live safely with their birth families can grow up in a safe and secure permanent living arrangement.
- Foster Parent Recruitment and Training, along with Foster Home Licensing: maintains and creates out-of-home placement resource options throughout the county.
- Adoptions: performs assessments of adoptive families and matches children with permanent families when their birth families are no longer an option.
- Independent Living Program: assists youth in successfully transitioning out of the foster care system.

Department of Aging and Adult Services (DAAS)

DAAS serves as the area agency on aging for this county under the provisions of federal law, which makes funds available to senior citizen programs. Area agencies on aging provide leadership for defining objectives, establishing priorities, and developing a system to deliver services to older people. DAAS has a separate consolidated budget for the state and federally funded aging programs, which is presented in its own section under Aging Programs. DAAS is also responsible for the In-Home Supportive Services (IHSS) and the Adult Protective Services (APS) programs, which are both budgeted in the Human Services System Administrative Claim budget.

The IHSS program provides personal and domestic services for aged, disabled and blind persons enabling them to remain in their own homes rather than being placed in institutions. The program is operated by the use of the individual provider mode, which is paid directly to the provider by the state. The state then invoices the county for its portion of the individual provider costs. In addition, the county incurs expenses for supervision and administration of the program. These expenses are reflected in the HSS Administrative Claim budget unit. The federal share represents Medicaid dollars made available through participation in the Personal Care Services Program (PCSP).

The APS program investigates and resolves reports on elder and dependent adult abuse. The program provides a wide variety of services in resolving and preventing exploitation or neglect. The services include the investigation of issues, developing a service plan, counseling, referring to other community resources including the IHSS program, monitoring the progress of the client, and following up with the client.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Requirements	304,003,111	297,664,713	297,237,339	323,382,345
Departmental Revenue	291,758,831	286,197,963	285,737,278	310,052,303
Local Cost	12,244,280	11,466,750	11,500,061	13,330,042
Budgeted Staffing		3,422.7		3,576.7

Workload Indicators

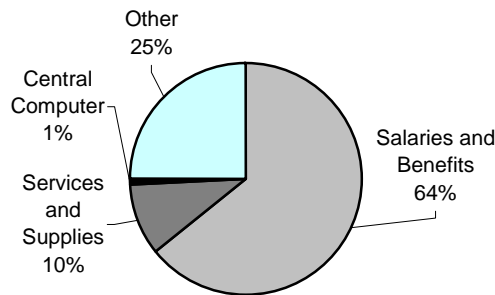
TAD Average Monthly Caseload	171,994	197,120	205,906	218,496
DCS Referrals - Annual	53,811	63,825	53,599	57,004
DCS Average Monthly Caseload	7,224	8,642	6,904	8,821
IHSS Average Monthly Caseload	13,687	14,163	15,328	16,959
IHSS Annual Paid Hours	13,530,196	14,596,235	14,995,491	16,407,161

Workload indicators

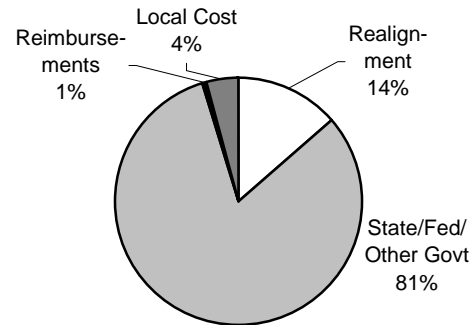
- ♦ The increase in Transitional Assistance (TAD) monthly caseload is a result of dramatic growth in Medi-Cal caseload. This growth is attributable to changes in Medi-Cal eligibility requirements, which allow more people to qualify for aid. Changes also allow clients currently receiving benefits to remain qualified for a longer period of time. A new TAD workload indicator has also been added for 2003-04 and 2004-05 to reflect average monthly caseload in TAD-Employment Services.
- ♦ In-Home Supportive Services (IHSS) monthly caseload has continued to increase at a rapid pace. Although actual paid IHSS service hours were slightly higher than budgeted, total county share was under budget due to a temporary increase in the Federal Medicaid Assistance Percentage (FMAP) rate in 2003-04. This increased the federal rate of reimbursement from 50% to 53.3% and reduced the county share.



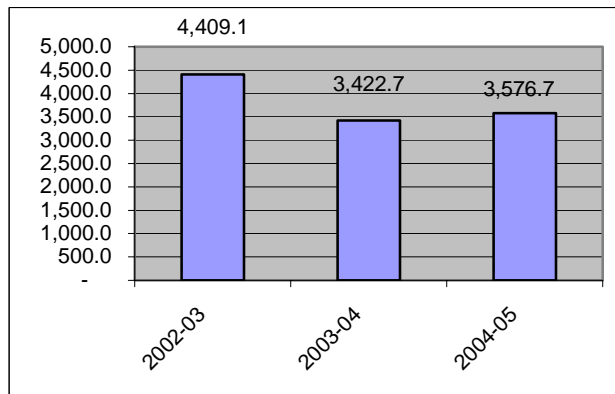
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



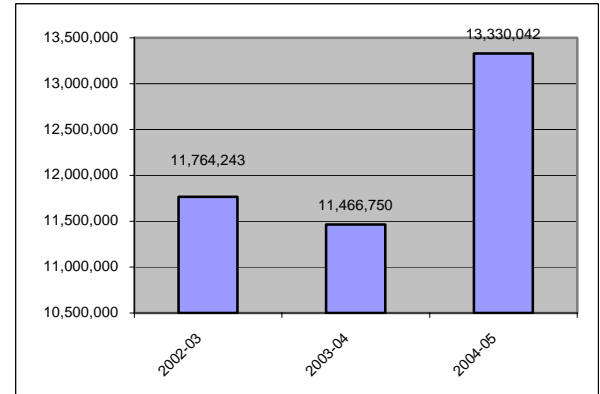
2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 STAFFING TREND CHART



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: HSS Administrative Claim Budget
FUND: General

BUDGET UNIT: AAA DPA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Salaries and Benefits	188,377,151	188,776,134	214,345,238	(6,158,254)	208,186,984
Services and Supplies	30,125,635	30,758,008	36,874,729	(4,437,500)	32,437,229
Central Computer	2,810,896	2,810,896	2,755,935	-	2,755,935
Other Charges	42,821,728	44,289,658	51,080,669	(2,952,402)	48,128,267
Equipment	202,565	-	204,000	25,000	229,000
Vehicles	287,046	-	350,000	(350,000)	-
L/P Equipment	352,962	386,209	386,209	(131,408)	254,801
Transfers	33,454,798	31,176,218	31,497,002	699,000	32,196,002
Total Exp Authority	298,432,781	298,197,123	337,493,782	(13,305,564)	324,188,218
Reimbursements	(1,380,351)	(2,030,842)	(1,784,467)	159,453	(1,625,014)
Total Appropriation	297,052,430	296,166,281	335,709,315	(13,146,111)	322,563,204
Operating Transfers Out	184,909	1,498,432	1,498,432	(679,291)	819,141
Total Requirements	297,237,339	297,664,713	337,207,747	(13,825,402)	323,382,345
Departmental Revenue					
Realignment	41,698,601	42,447,640	47,965,509	(3,715,701)	44,249,808
State, Fed or Gov't Aid	242,663,653	240,713,779	272,875,653	(8,052,157)	264,823,496
Current Services	1,156,550	452,600	452,600	(88,600)	364,000
Other Revenue	156,920	2,553,944	2,553,944	(1,968,944)	585,000
Other Financing Sources	36,596	30,000	30,000	-	30,000
Total Revenue	285,737,278	286,197,963	323,877,705	(13,825,402)	310,052,303
Local Cost	11,500,061	11,466,750	13,330,042	-	13,330,042
Budgeted Staffing		3,422.7	3,545.7	31.0	3,576.7



2004-05 Requirements

Due to uncertainties about the state budget and the lack of specifics regarding possible effects on social services programs, HSS prepared the 2004-05 budget using the assumption that allocations will remain unchanged from those received in 2003-04. The state does not prepare allocations until after the state budget is approved; therefore, HSS did not receive funding notifications until August and September 2004. Any significant differences between this budget and allocations received from the state will be addressed in a mid-year budget adjustment.

Highlights of the changes between budget years are as follows:

- ◆ Overall, staffing will increase 154.0 positions since the 2003-04 final budget. Included in this increase are 123.0 positions approved by the Board in the December 2, 2003 midyear budget adjustment to help meet new requirements of the Medi-Cal and Food Stamp programs. An additional 31.0 positions are being requested. Of these, 25.0 Public Service Employee (PSE) positions are requested to act as full-time interpreters in TAD offices, 2.0 PSE positions are requested by DCS to provide Parent Relations Program services, 1.0 Supervising Public Health Nurse is requested to direct health related services to DAAS clients and 3.0 positions are requested to correct dual-fill situations in DCS funded County Counsel positions.

	TAD	DCS	DAAS	C-IV/ITSD	Support	Total
2003-04 Final Budget	2,019.7	863.0	179.7		360.3	3,422.7
New Positions Added in 2003-04 Mid Year	115.0	8.0	-		-	123.0
Positions Transferred within Budget	(9.0)	(6.0)		15.0 *		
New Positions Added in 2004-05 Final Budget	25.0	5.0	1.0	-	-	31.0
2004-05 Final Budget	2,150.7	870.0	180.7	15.0	360.3	3,576.7

* Existing Consortium IV (C-IV) and Information Technology Support Division (ITSD) positions were moved within this budget unit from TAD and DCS to ITSD, in order to more accurately reflect appropriate organizational reporting authority. Consortium IV is the new welfare automation system scheduled to go live in October 2004.

- ◆ Salary and benefit costs will increase \$19.4 million. This increase is a combination of additional staff, negotiated MOU increases, salary step increases, retirement contribution increases and worker's compensation cost increases. These increased costs are possible due to funding increases received in 2003-04 and ongoing cost containment efforts implemented by HSS in the services, supplies and equipment accounts.
- ◆ Services and supplies costs will increase \$1.6 million. \$1.1 million savings in COWCAP offsets \$2.7 million increases in the General Liability Insurance and Presort and Packaging accounts.
- ◆ Other charges for services to clients will increase \$3.8 million. This is due to increased costs for IHSS Provider payments.
- ◆ Equipment costs will increase \$0.1 million. Some increases in the cost of new equipment will be offset by a reduction in lease/purchases. There are currently no plans to purchase vehicles in 2004-05.
- ◆ Transfers to reimburse other county departments for services provided will increase \$1.0 million. Most of this is a result of increases in facility lease costs reimbursed to Real Estate Services Department.
- ◆ Reimbursements from other county departments for services provided by HSS will decrease \$0.4 million. This reflects a loss of \$0.2 million reimbursement for the cost of HSS leased space no longer occupied by Department of Child Support Services and a loss of a \$0.2 million reimbursement from Department of Behavioral Health for beds in a crisis residential center.
- ◆ Operating transfers out will decrease \$0.6 million. \$0.1 million savings can be attributed to lower costs of the IHSS Public Authority. A savings of \$0.5 million is due to a negotiated decrease in the amount that will be paid to provide medical benefits to IHSS Providers.

Revenue

Available federal and state revenue will increase \$22.0 million from 2003-04 levels. This is due to funding increases received from the state. Significant revenue changes between budget years are as follows:

- ◆ Funding for TAD programs increased \$18.3 million from the prior fiscal year. This is a result of increases of \$1.3 million in CalWORKs funding, \$1.2 million in Food Stamp Administration funding, \$14.7 million in Medi-Cal Administration funding, \$0.4 million increase in FSET and Foster Care Administration funding and a decrease of \$2.2 million in funding for various other programs. Also included is the use of \$2.9 million of CalWORKs Incentive funds. HSS believed that the CalWORKs Incentive funds were going to be taken back by the state last year;



however, unspent funds were reinstated to the counties and are currently available for use. Some of the available funds will be used to retain contracted services provided to CalWORKs clients.

- ◆ It is expected that funding for DCS programs will remain at the current levels of appropriation, which results in an increase of \$3.1 million over the prior fiscal year.
- ◆ It is estimated that funding for DAAS programs will increase \$0.6 million over the prior fiscal year.

Local Cost

All HSS programs are state and/or federal mandates and the county share of funding is either mandated as a percentage of total program costs or as fixed maintenance of effort. County share is comprised of a combination of local funding sources and revenue from the Social Services Realignment fund. The Social Services Realignment fund was created during the State Realignment process to offset local cost and is limited to use for designated social services programs.

In aggregate the HSS Administrative Claim Budget Unit requires a net additional county share of cost of \$3.7 million. An additional \$1.9 million in general fund local cost has been included in the targets approved by the Board. The remaining \$1.8 million will be provided from Realignment. Changes to local funding requirements are as follows:

- ◆ TAD programs will require \$0.2 million additional county share. While available funding has increased \$18.3 million, only \$0.2 million is required as a local share to match the additional FSET and Foster Care Administration funding. This very small increase in local share is possible because most TAD programs require a fixed Maintenance of Effort (MOE) as county share.
- ◆ DCS programs will require \$0.1 million more county share. A \$2.8 million increase in funding for Child Welfare Services (CWS) programs requires a match of only \$0.1 million in local share. A \$1.0 million increase in Adoptions program funding requires no local share. A \$0.7 million decrease in funding for other programs results in no local share savings.
- ◆ DAAS programs will require \$0.2 million additional county share. A \$0.6 million increase in funding for IHSS Administration and Adult Protective Services requires a match of \$0.2 million in local share.
- ◆ DAAS-IHSS Public Authority and cost of IHSS providers will require \$3.2 million more local funding. An expected increase of \$3.8 million for provider payments is due to an expected 12.4% increase in paid hours for services provided to clients. This increase is partially offset by an expected \$0.5 million reduction in negotiated medical benefits and a \$0.1 million decrease in local share required to fund the IHSS Public Authority.

The need for additional revenue from Realignment is driven by the increase in county share of cost for programs as outlined above and the practice of financing most local share increases and local financing decreases with revenue from Realignment. Total additional revenue required from Realignment is \$1.8 million. This represents the net effect of increased local share and local funding lost as a result of the state budget impact.

Due to declining sales tax revenues, and the fact that growth will now occur on a lower base amount, it will soon be impossible for Realignment to continue to fund all of the additional costs associated with mandated HSS programs. The draw on the Social Services Realignment Fund has begun to increase rapidly and is projected to continue to increase at a pace that will soon surpass receipts. When this occurs local county general fund dollars will then be required to pay for any mandated HSS program costs that cannot be covered by Realignment.

Social Services Realignment Detail of Changes from 2003-04 to 2004-05 (in millions)

	2003-04 Actual	2004-05 Final Budget	Inc/(Dec)
Administrative Claim budget	12.8	10.8	(2.0)
IHSS provider payments/benefits	28.6	33.2	4.6
IHSS Public Authority	0.2	0.3	0.1
Foster Care	23.8	28.2	4.4
Aid to Adoptive Children	2.0	2.8	0.8
Seriously Emotionally Disturbed Children	1.3	1.5	0.2
Total Social Services	68.7	76.8	8.1
Probation	-	3.8	3.8
California Children's Services	1.5	1.5	-
Financial Administration-MOE	1.8	1.8	-
Grand Total	72.0	83.9	11.9



**History of Social Services Realignment and Local Cost
HSS Administrative Budget and Subsistence Budgets**

<u>In millions</u>	99/00	00/01	01/02	02/03	03/04 Actual	04/05 Final Budget
<u>Administrative budget (DPA)</u>						
Realignment	8.0	8.4	10.4 *	15.8 **	12.8	10.8
Local cost	8.2	11.4	13.1	12.3	11.5	13.3
<u>IHSS Providers (DPA)</u>						
Realignment	12.7	14.2	18.4	23.5	28.6	33.2
<u>IHSS Public Authority (DPA)</u>						
Realignment			0.1	0.2	0.2	0.3
<u>Foster Care (BHI)</u>						
Realignment	16.7	19.1	21.4	23.3	23.8	28.2
Local cost	14.2	16.7	14.0	13.9	13.8	13.5
<u>Aid to Adoptive Children (ATC)</u>						
Realignment	0.5	0.5	0.7	1.5	2.0	2.8
Local cost	0.3	0.6	1.0	0.9	1.3	1.2
<u>Seriously Emotionally Disturbed (SED)</u>						
Realignment	0.9	0.9	0.9	1.5	1.3	1.5
Local cost	0.3	0.5	0.7	0.5	0.6	0.7
<u>All other subsistence budgets</u>						
Local cost	6.3	4.7	6.1	6.5	6.6	7.5
Total Realignment - Social Svcs	38.8	43.1	51.9	65.8	68.7	76.8
Total Local - Social Svcs	29.3	33.9	34.9	34.1	33.8	36.2
Total Social Services	68.0	77.0	86.8	99.9	102.5	113.0
Probation	6.4	4.5	4.5	4.5	-	3.8
California Children's Services	1.3	1.3	1.3	1.4	1.5	1.5
Financial Administration-MOE	1.8	1.8	1.8	1.8	1.8	1.8
Grand Total Realignment	48.3	50.7	59.5	73.5	72.0	83.9

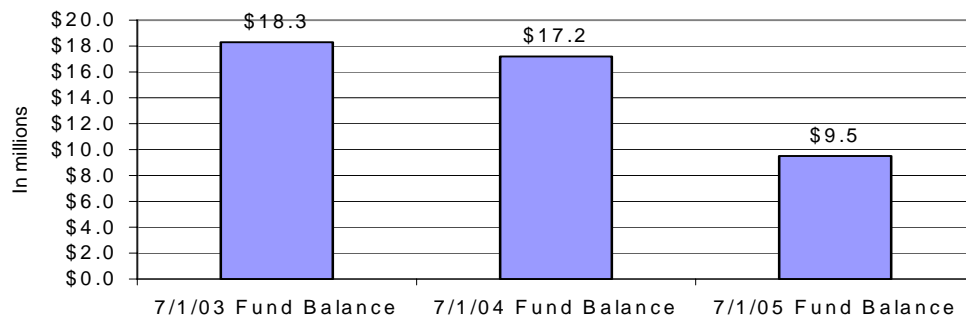
* 01/02 Includes one-time needs of \$300,000

** 02/03 Includes one-time needs of \$4.6 million

**Social Services Realignment Fund Balance
(in millions)**

2003-04	Activity	Change
July 1, 2003 Fund Balance	18.3	
Actual Expenditures	(72.0)	
Estimated Revenues	65.7	
10% Transfer from Beh. Health	5.2	
June 30, 2004 Estimated Fund Balance	17.2	(1.1)
2004-05	Activity	Change
July 1, 2004 Estimated Fund Balance	17.2	
Estimated Expenditures	(83.9)	
Estimated Revenues	70.9	
10% Transfer from Beh. Health	5.3	
June 30, 2005 Estimated Fund Balance	9.5	(7.7)

Social Services Realignment Fund Balance



Departments included in the Administrative Claim budget are summarized as follows:

**FUNDING AND STAFFING BY PROGRAM
2004-05**

Transitional Assistance Department	Appropriation	Revenue	Local Share	Staffing
CalWorks - Eligibility	32,768,889	30,695,170	2,073,719	422.0
Food Stamps	34,121,587	26,255,317	7,866,270	440.4
CalWorks - Welfare to Work	38,146,965	38,146,965	-	367.0
Medi-Cal	49,902,491	49,902,491	-	644.0
Foster Care Administration	5,009,137	4,257,766	751,371	64.6
Child Care Administration	15,028,616	15,015,463	13,153	193.7
CalWorks - Mental Health	4,714,587	4,714,587	-	-
Cal-Learn	1,683,818	1,683,818	-	-
C-IV Consortium Funding	1,931,565	1,931,565	-	14.0
CalWorks - Incentive Funds	2,823,911	2,823,911	-	-
General Relief Administration	527,521	-	527,521	5.0
Other Programs	1,488,347	1,942,487	(454,140)	-
Total	188,147,434	177,369,540	10,777,894	2,150.7

Department of Children's Services	Appropriation	Revenue	Local Share	Staffing
Child Welfare Services	71,955,653	62,158,653	9,797,000	786.5
Promoting Safe and Stable Families	2,807,608	2,807,608	-	-
Foster Training and Recruitment	231,363	231,363	-	2.5
Licensing	809,753	809,753	-	-
Support and Therapeutic Options Program	863,299	604,309	258,990	-
Adoptions	4,020,406	4,020,406	-	44.0
ILP	2,196,491	2,196,491	-	24.0
Other Programs	1,181,533	1,181,533	-	13.0
Total	84,066,106	74,010,116	10,055,990	870.0

Aging and Adult Services	Appropriation	Revenue	Local Share	Staffing
In-Home Supportive Services	11,301,764	9,585,484	1,716,280	128.3
Adult Protective Services	5,061,253	4,837,356	223,897	52.4
IHSS Provider Payments	32,667,434	-	32,667,434	-
IHSS Provider Benefits	500,000	-	500,000	-
Contribution to Aging	420,906	-	420,906	-
IHSS PA	319,141	-	319,141	-
Other Programs	-	-	-	-
Total	50,270,498	14,422,840	35,847,658	180.7

Support	Staffing
	375.3

Non Revenue Generating Costs	Appropriation	Revenue	Local Share	Staffing
PERC Training Expense	150,000	-	150,000	
PERC Ethics Training	195,000	-	195,000	
LLUMC - Child Assess Center	130,000	-	130,000	
Other	423,308	-	423,308	
Total	898,308	-	898,308	-

Total Local Share **57,579,850**

Social Services Realignment **44,249,808**

Grand Total Administrative Budget **323,382,345** **265,802,496** **13,330,042** **3,576.7**



Changes, by department, are as follows:

TRANSITIONAL ASSISTANCE DEPARTMENT (TAD)

Staffing Changes

Increases in funding as a result of additional program/workload requirements, have allowed TAD to add 131.0 positions since the reductions made in the 2003-04 budget.

- ◆ 115 net positions were added in the December 2, 2003 midyear budget adjustment. Of these, 100 were unclassified Eligibility Worker II positions that are defined as serving at the pleasure of the appointing authority and are subject to available program funding.
- ◆ 25 additional Public Service Employee (PSE) positions are being added to provide temporary translator help in TAD offices. If adequate funding is received, TAD will request permanent positions.
- ◆ 9 positions have been moved from TAD to HSS Information Technology Support Division (ITSD) to assist with the development and implementation of Consortium IV, the statewide automated welfare system that will be operational in November 2004. Many of these positions will return to TAD at some point after implementation.

Most of these TAD staffing increases are necessary because of additional reporting and performance requirements of the Medi-Cal Program. Additional federal and state funding has been allocated to counties as a result of these requirements.

Program Changes

Increases in staffing levels made possible by increased Food Stamp and Medi-Cal funding have allowed TAD to enhance service levels to clients in an effort to meet mandated performance requirements. Stagnation of other funding, primarily CalWORKs, has forced TAD to streamline its methods of service delivery. In an effort to accomplish more with less, TAD has moved CalWORKs Employment Services Program staff from some stand-alone offices into a few of the larger TAD offices. This results in substantial savings of leased facility costs and centralization of services for CalWORKs clients. Clients can now apply for aid, obtain Employment Services counseling, arrange for training assistance, and coordinate subsidized child-care in one office. This effort to co-locate offices will continue into 2005.

CalWORKs Incentive Funds – When building the 2003-04 budget, all indications were that these funds would no longer be available and TAD made appropriate reductions to expenditures for goods and services provided to clients. These funds were restored in the 2003-04 state budget process and now, unless new legislative action is taken, any unspent funds can be rolled over into subsequent years. \$21.4 million is currently available for use. Expenditures are limited to the direct support of CalWORKs clients in the form of goods or services, including services provided by TAD staff. Because of the limited-time nature of these funds, they are not planned to be used to support staff or other ongoing costs in 2004-05. However, it may be necessary to utilize these funds to bridge the gap between increases in staffing costs and reductions in allocations in future years. In 2004-05, \$2.8 million of these funds will be used to support current levels of Transportation and Ancillary services to CalWORKs clients.

DEPARTMENT OF CHILDREN'S SERVICES (DCS)

Staffing Changes

Increases in funding have allowed DCS to add 7.0 positions since the reductions made in the 2003-04 budget.

- ◆ 8 net positions were added in the December 2, 2003 Adjustment.
- ◆ 2 PSE positions are being added to provide Parent Relations Program services. DCS will work with Human Resources to establish a new classification and recruit permanent positions.
- ◆ 3 positions are being added to correct dual-fill situations in DCS funded County Counsel positions.
- ◆ 6 positions have been moved from DCS to HSS ITSD. It has been determined that these positions have never been funded directly by DCS. They have been moved to ITSD to more appropriately reflect their reporting authority.



Program Changes

Funding increases have allowed DCS to add \$2.0 million to expenditures for direct services to clients. These expenditures are for services and supplies provided to clients in an effort to keep families intact. All such expenditures are directly charged to the Child Welfare Services allocation and will have no effect on other components of the HSS Administrative Claim budget unit. Net funding increases of \$3.1 million for DCS programs require a match of only \$0.1 million in local share.

DEPARTMENT OF AGING AND ADULT SERVICES (DAAS)

Staffing Changes

Funding increases have allowed DAAS to add 1.0 Supervising Public Health Nurse position to direct medical services to medically fragile adults in the IHSS and APS programs. The position will also supervise other Public Health Nurses in various Aging programs. Formerly these services were provided via a contract with the Public Health department.

Program Changes

IHSS - Individual Provider costs. This program is an entitlement program that provides personal and domestic services for aged, blind and disabled persons, enabling them to remain in their homes rather than be institutionalized. Paid hours to IHSS providers in 2004-05 are expected to increase 12.4% over 2003-04. Local funding is required for the county share of the IHSS Individual Provider wages and benefits, and the operating costs of the IHSS Public Authority. An additional \$3.2 million of local funding is necessary due to projected caseload growth in 2004-05.

Additionally, local cost is given to the Aging budget through the HSS Administrative Claim budget to fund local match requirements in several Aging programs (Senior Employment, Supportive Services, Ombudsman, and Nutrition programs). In 2004-05, local cost budgeted in this budget unit will fund the following Aging programs:

Senior Employment Program	Local Share Match	36,000
Title III/VII Programs (Supportive Services Ombudsman, Nutrition)	Local Share Match	119,000
Title IIIIE Family Caregiver Program	Local Share Match	117,906
Nutrition Program	Additional Local Share	148,000
	Total	<u>420,906</u>

SUPPORT DIVISIONS

Staffing Changes

Given the uncertainties of the state budget situation, HSS has been prudent with regards to staffing decisions. No additional administrative staff has been added since the reductions made in the 2003-04 budget. Any increases to staffing made possible by the availability of increased funding have been made only in those programs providing direct services to clients. 15 positions have been shifted from departments as follows:

- ◆ 9 positions have been moved from TAD to HSS ITSD to assist with the development and implementation of Consortium IV, the statewide automated welfare system that will be operational in November 2004. Many of these positions will return to TAD at some point after implementation.
- ◆ 6 positions have been moved from DCS to ITSD. It has been determined that these positions have never been funded directly by DCS. They have been moved to ITSD to more appropriately reflect to their reporting authority.

Neither of these staffing shifts has actually resulted in additional support staff, but have been made to correct organizational reporting and funding structures.

Program Changes

Net budget increases of \$2.4 million have been made in administrative overhead costs, which are shared by all HSS departments in this budget unit. The intent of these budget increases is to restore services, supplies and equipment appropriations to actual expenditure levels experienced to date in 2003-04. Resulting cost increases have been allocated among all programs included in this budget unit.



The following chart provides an overview of the funding sources and local share requirements for the programs that are budgeted in the HSS Administrative Claim budget.

REVENUE SOURCE AND LOCAL COST BREAKDOWN

	Appropriation	Revenue					Local Cost	
		Federal	% Federal	State	% State	Total Federal/State	Local Share	% Local Cost
Transitional Assistance Department								
Food Stamps	34,121,587	14,917,936	44%	11,337,381	33%	26,255,317	7,866,270	23%
Single Allocation								
CalWorks - Eligibility	32,768,889	21,967,087	67%	8,728,082	27%	30,695,169	2,073,720	6%
CalWorks - Mental Health	4,714,587	-	-	4,714,587	100%	4,714,587	-	-
CalWorks - Cal-Learn	1,683,818	841,909	50%	841,909	50%	1,683,818	-	-
CalWorks - Welfare to Work	38,146,965	38,146,965	100%	-	-	38,146,965	-	-
CalWorks - Child Care Admin - Stage	6,868,167	6,868,167	100%	-	-	6,868,167	-	-
Total Single Allocation	84,182,426	67,824,128		14,284,578		82,108,706	2,073,720	
Medi-Cal	49,902,491	24,951,246	50%	24,951,246	50%	49,902,491	-	-
Foster Care Administration	5,009,137	2,616,682	52%	1,641,084	33%	4,257,766	751,371	15%
Child Care Administration								
Stage 2	5,992,237	5,215,265		776,972		5,992,237	-	-
Stage 3	1,456,155	1,101,768		354,387		1,456,155	-	-
CPS - GAPP	148,855	-	-	135,702		135,702	13,153	
Federal Block Grant - FAPP	563,202	563,202		-		563,202	-	-
C-IV Consortium Funding	1,931,565	-	-	1,931,565	100%	1,931,565	-	-
CalWorks - Incentive Funds	2,823,911	2,823,911	100%	-	-	2,823,911	-	-
General Relief Administration	527,521	-	-	-	-	-	527,521	100%
Food Stamp Employment Training	1,170,181	784,321	67%	-	0%	784,321	385,860	33%
Other	318,166	318,063	100%	103	0%	318,166	(840,000)	
Total	188,147,434	121,116,522		55,413,018		176,529,540	10,777,895	
Department of Children's Services								
Child Welfare Services - Basic	65,037,718	33,438,333	51%	21,399,385	33%	54,837,718	10,200,000	16%
Child Welfare Services - Augmentation	6,917,935	3,574,615	52%	3,343,320	48%	6,917,935	-	-
CWS Total	71,955,653	37,012,948		24,742,705		61,755,653	10,200,000	
Promoting Safe and Stable Families	2,807,608	2,807,608	100%	-	-	2,807,608	-	-
Foster Training and Recruitment	231,363	143,422	62%	87,941	38%	231,363	-	-
Licensing	809,753	366,818	45%	442,935	55%	809,753	-	-
Support and Therapeutic Options Prog	863,299	-	-	604,309	70%	604,309	258,990	30%
Adoptions	4,020,406	1,905,672	47%	2,114,734	53%	4,020,406	-	-
ILP	2,196,491	2,196,491	100%	-	0%	2,196,491	-	-
Other Programs	1,181,533	501,440	42%	680,093	58%	1,181,533	(403,000)	
Total	84,066,106	44,934,399		28,672,717		73,607,116	10,055,990	
Aging and Adult Services								
In-Home Supportive Services	11,301,764	5,580,830	49%	4,004,654	35%	9,585,484	1,716,280	15%
Adult Protective Services	5,061,253	2,218,094	44%	2,619,262	52%	4,837,356	223,897	4%
IHSS Provider Payments Local Match	32,667,434	-	-	-	-	-	32,667,434	100%
IHSS Provider Benefits Local Match	500,000	-	-	-	-	-	500,000	100%
IHSS PA Local Cost Match	319,141	-	-	-	-	-	319,141	100%
Contribution to Aging Programs	420,906	-	-	-	-	-	420,906	100%
Other Programs	-	-	-	-	-	-	-	-
Total	50,270,498	7,798,924		6,623,916		14,422,840	35,847,657	
Non Revenue Generating Costs								
PERC Training Expense	150,000	-	-	-	-	-	150,000	100%
PERC Ethics Training	195,000	-	-	-	-	-	195,000	100%
LLUMC - Child Assess Center	130,000	-	-	-	-	-	130,000	100%
Other	423,308	-	-	-	-	-	423,308	100%
Total	898,308	-		-		-	898,308	
Total Administrative Budget 323,382,346 173,849,845 54% 90,709,651 28% 264,559,496 57,579,850 17.8%								
SOCIAL SERVICES REALIGNMENT							44,249,808	
							13,330,042	Local Cost Target



DEPARTMENT: HSS Administrative Claim Budget
 FUND: General
 BUDGET UNIT: AAA DPA

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	3,422.7	297,664,713	286,197,963	11,466,750
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	12,358,155	10,504,432	1,853,723
Internal Service Fund Adjustments	-	2,052,889	1,744,956	307,933
Other Required Adjustments	123.0	25,911,990	25,911,990	-
Subtotal	123.0	40,323,034	38,161,377	2,161,657
Board Approved Adjustments During 2003-04				
Mid-Year Board Items	-	(780,000)	(780,000)	-
Subtotal	-	(780,000)	(780,000)	-
Impacts Due to State Budget Cuts	-	-	298,365	(298,365)
TOTAL BOARD APPROVED BASE BUDGET	3,545.7	337,207,747	323,877,705	13,330,042
Board Approved Changes to Base Budget	31.0	(13,825,402)	(13,825,402)	-
TOTAL 2004-05 FINAL BUDGET	3,576.7	323,382,345	310,052,303	13,330,042

DEPARTMENT: HSS Administrative Claim Budget
 FUND: General
 BUDGET UNIT: AAA DPA

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. TAD-Eligibility: Add 25 PSE Translators Addition of 25 translators for temporary help in Transitional Assistance offices. If funding is received, TAD will ask for permanent positions.	25.0	593,500	593,500	-
2. DCS: Add 2 PSEs for Parent Relations Program To fill an immediate need for a new program initiative, Dept will work with HR to develop a new classification and begin recruitment process to hire regular employees.	2.0	66,292	66,292	-
3. DCS: Add 1 Deputy County Counsel IV, 1 Clerk II, and 1 Clerk III position Positions are located in County Counsel and funded with DCS funding. Positions are needed to correct three dual-fill situations. Not adding staff.	3.0	-	-	-
4. DAAS: Add 1 Supv Public Health Nurse DAAS previously contracted with Public Health for the services provided by this position. Position will now be budgeted in this budget unit.	1.0	83,430	83,430	-
5. HSS Admin: Add 1 Statistical Methods Analyst To correct an underfill situation.	1.0	-	-	-
6. HSS Admin: Delete 1 Social Services Practitioner Deletion of position currently being underfilled by Statistical Methods Analyst.	(1.0)	-	-	-
7. All departments: Decrease in salaries and benefits Adjustment due to over-budgeting salaries and benefits in 2003-04 midyear budget adjustment, as a result of over-estimating increases in retirement, workers comp, salary increases, and under-estimating attrition.	-	(6,901,476)	(6,901,476)	-
8. All departments: Reductions in services and supplies Decreases in COWCAP, system development charges, computer hardware and software, public legal notices, equipment, maintenance of equipment, data processing equipment, professional services.	-	(4,437,500)	(4,437,500)	-
9. TAD: Reductions in services to clients Decreases in client transportation and childcare capacity building	-	(2,952,402)	(2,952,402)	-
10. HSS Admin: Increase in fixed asset equipment Fork lift purchase for warehouse.	-	25,000	25,000	-
11. All Departments: Decrease in fixed asset vehicles No vehicles budgeted.	-	(350,000)	(350,000)	-
12. All Departments: Decrease in lease-purchased equipment Reduction due to completed lease-purchases for equipment purchased in prior years.	-	(131,408)	(131,408)	-
13. All Departments: Increases in Transfers and Reimbursements Increases in building lease payments, offset by decreases in MOUs with other county departments.	-	179,162	179,162	-
Total	31.0	(13,825,402)	(13,825,402)	-



Domestic Violence/Child Abuse Services

DESCRIPTION OF MAJOR SERVICES

This budget unit provides for a number of contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. The domestic violence program under SB 1246 is funded by a surcharge on marriage licenses. The child abuse prevention program is funded by a state grant and revenues generated from a surcharge placed on certified copies of birth certificates. Revenues from the surcharges are deposited in special revenue funds and used to fund the contractors. These three revenue sources provide 100% of the funding for this program.

There is no local cost or staffing associated with this budget unit.

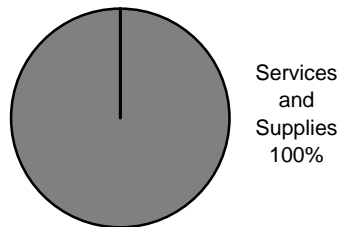
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	1,394,071	1,380,611	1,344,375	1,411,699
Departmental Revenue	1,371,855	1,380,611	1,344,375	1,411,699
Local Cost	22,216	-	-	-

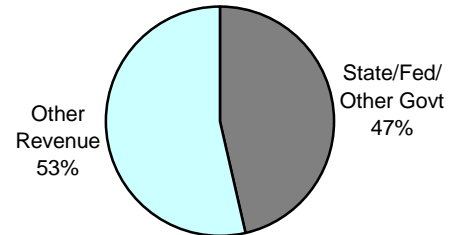
Workload Indicators

SB 1246 Contracts	315,000	285,000	283,500	292,005
AB 2994 Contracts	447,631	447,631	424,400	462,882
AB 1733 Contracts	628,036	647,980	636,475	656,812

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Human Services System
DEPARTMENT: Domestic Violence/Child Abuse
FUND: General

BUDGET UNIT: AAA DVC
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Services and Supplies	1,344,375	1,380,611	1,411,699	-	1,411,699
Total Appropriation	1,344,375	1,380,611	1,411,699	-	1,411,699
<u>Departmental Revenue</u>					
State, Fed or Gov't Aid	643,116	647,611	656,812	-	656,812
Total Revenue	643,116	647,611	656,812	-	656,812
Operating Transfers In	701,259	733,000	754,887	-	754,887
Total Financing Sources	1,344,375	1,380,611	1,411,699	-	1,411,699
Local Cost	-	-	-	-	-



The revenue sources for this program include two special revenue funds generated from surcharges on the sale of birth certificates (SDL DPA) and marriage licenses (SDP DVC). Each fund is permitted to carry-over fund balances from year-to-year should revenues outpace the contracts awarded in any given year. Cash receipts in 2003-04 have not kept pace with the contracts awarded, resulting in a drawdown of the fund balances. This trend is expected to continue indefinitely. Rather than making the entire fund balances available for contracts in 2004-05, contract amounts will be increased only three percent (3%) in order to delay the inevitable exhaustion of the fund balances. This strategy should bolster steady growth in contractor awards for the next five years when, barring state legislation to increase surcharges, the fund balances will be exhausted and contracts will depend entirely on fluctuating yearly cash receipts.

DEPARTMENT: Domestic Violence/Child Abuse
 FUND: General
 BUDGET UNIT: AAA DVC

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	1,380,611	1,380,611	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	31,088	31,088	-
Subtotal	-	31,088	31,088	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	1,411,699	1,411,699	-
Board Approved Changes to Base Budget	-	-	-	-
TOTAL 2004-05 FINAL BUDGET	-	1,411,699	1,411,699	-



Entitlement Payments (Childcare)

DESCRIPTION OF MAJOR SERVICES

All childcare programs administered by the Transitional Assistance Department (TAD) are budgeted within this unit. This expanded program is one of the major programs of the federal welfare reform and the resulting state CalWORKs program. The expanded programs are intended to fund childcare for CalWORKs recipients that are seeking employment or have obtained employment and continue through employment stabilization for a period of up to two years. This budget unit also incorporates the program that funds childcare for families in which the child is under the auspices of the Department of Children's Services and is at risk of parent abuse or neglect. Childcare provider payments are 100% federal and state funded through reimbursements by the state.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	90,882,476	93,919,917	83,601,688	82,397,695
Departmental Revenue	90,884,155	93,919,917	83,601,688	82,397,695
Local Cost	(1,679)	-	-	-
Workload Indicators				
Average Monthly Caseload	21,078	20,462	19,148	18,682
Average Monthly Aid	357	382	367	368

In comparison to budget 2003-04, it is projected that average monthly paid cases will decrease in 2004-05 by 8.7% due to clients reaching the 60-month time limit. Average monthly aid in 2004-05 is projected to decrease by 3.7% due to regional market rate reductions that are established by the state to pay child care providers.

Actual allocations/grants were lower than budgeted. In June 2003, the California Department of Education (CDE) released the allocations to counties for Stages 2 and 3, Alternative Payment (CPS) and the Federal Block Grant. On July 8th, 2003, the department presented to the Board all 2003-04 childcare allocations. In December, 2003 and January, 2004 the department received allocation reductions from CDE of \$4.7 million in Stages 2 & 3, which were presented to the Board on March 2, 2004, Item 35. These reductions were due to reduced caseload and State regulated payment reductions to childcare providers.

Budgeted and actual allocations and contracts for childcare services are shown below:

Program	FY 03/04 Budget	Actual Contract / Allocation Amounts	Revised Contract / Allocation Amounts	Total Funding
Stage 1 CalWORKs	47,873,762	40,124,291	-	40,124,291
Stage 2 Contracts	31,295,161	33,923,131	(2,009,934)	31,913,197
Stage 3 Contracts	10,716,622	12,111,650	(3,134,269)	8,977,381
Alternative Payment Contract State contract (Child Protective Services)	842,898	952,429	205,445	1,157,874
Federal Block Grant State contract (working poor)	3,191,475	3,441,079	(466,288)	2,974,791
Total	93,919,918	90,552,580	(5,405,046)	85,147,534

(Not including administrative costs calculated at approx 10.2% of actual allocation)

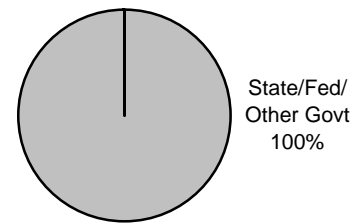
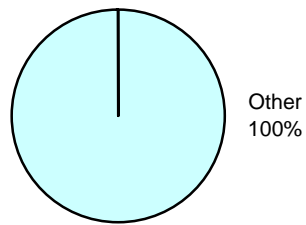
Actual expenditures were:

- Under budget by \$10.3 million.
- Less than actual allocations by \$1.5 million.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Human Services System
DEPARTMENT: Entitlement Payments
FUND: General

BUDGET UNIT: AAA ETP
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	83,601,688	93,919,917	88,379,106	(5,981,411)	82,397,695
Total Appropriation	83,601,688	93,919,917	88,379,106	(5,981,411)	82,397,695
Departmental Revenue					
State, Fed or Gov't Aid	83,601,688	93,919,917	88,379,106	(5,981,411)	82,397,695
Total Revenue	83,601,688	93,919,917	88,379,106	(5,981,411)	82,397,695
Local Cost	-	-	-	-	-

DEPARTMENT: Entitlement Payments
FUND: General
BUDGET UNIT: AAA ETP

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	93,919,917	93,919,917	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	(5,540,811)	(5,540,811)	-
Subtotal	-	(5,540,811)	(5,540,811)	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	88,379,106	88,379,106	-
Board Approved Changes to Base Budget	-	(5,981,411)	(5,981,411)	-
TOTAL 2004-05 FINAL BUDGET	-	82,397,695	82,397,695	-



DEPARTMENT: Entitlement Payments
 FUND: General
 BUDGET UNIT: AAA ETP

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Caseload and RMR reductions	-	(5,981,411)	(5,981,411)	-
The Regional Market Rate that is established by the state to pay child care providers was reduced by up to 10% as of January 1st 2004. Caseload is projected to continue to decrease by 8.7% due to clients reaching the 60 month time limit.				
Total	-	(5,981,411)	(5,981,411)	-



Out-of-Home Child Care

DESCRIPTION OF MAJOR SERVICES

This program provides assistance payments for room, board and care for those children pending determination of eligibility for state or federal aid, those who are ineligible due to other resources, or those who are illegal aliens. Some of these children have serious emotional and medical problems, which increase the difficulty of locating appropriate facilities for their care. Costs for this program can fluctuate based on the unique nature and requirements of each individual case. This program is 100% locally funded.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	383,622	338,164	314,454	367,618
Local Cost	383,622	338,164	314,454	367,618
Workload Indicators				
Average Paid Cases Per Month	22	32	30	25
Average Monthly Aid	1,471	890	888	1,225

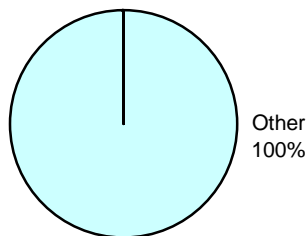
Workload indicators for 2002-03 were incorrectly stated in last year's budget book. The paid cases per month and average monthly aid numbers have been corrected.

Expenditures for this budget are relatively inconsistent from month to month, depending upon the number of non-aided children placed in emergency shelter care.

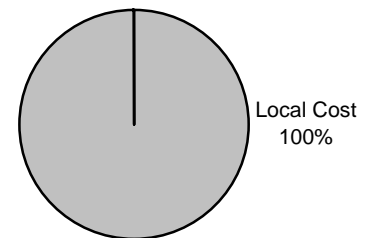
Paid cases per month are projected to drop by 22% from the previous year due to the Department of Children's Services ability to more efficiently help children qualify for federal and state programs. Average monthly aid per case is projected to increase by 38% due to:

- An increasing number of disturbed children entering the child welfare system
- A shortage of facilities in the county that accept high-risk children at a reasonable placement rate.

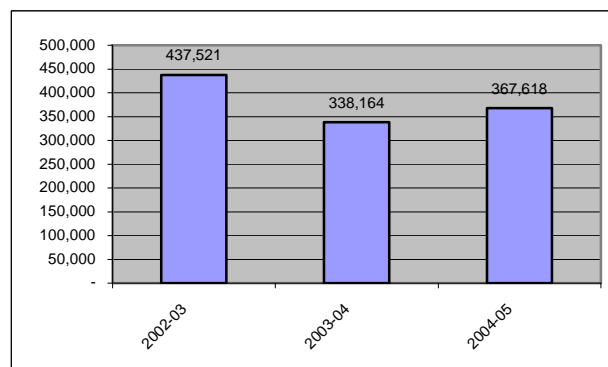
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
 DEPARTMENT: Out-of-Home Child Care
 FUND: General

BUDGET UNIT: AAA OCC
 FUNCTION: Public Assistance
 ACTIVITY: Aid Program

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	314,454	338,164	367,618	-	367,618
Total Appropriation	314,454	338,164	367,618	-	367,618
Local Cost	314,454	338,164	367,618	-	367,618

DEPARTMENT: Out-of-Home Child Care
 FUND: General
 BUDGET UNIT: AAA OCC

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	338,164	-	338,164
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	29,454	-	29,454
Subtotal	-	29,454	-	29,454
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	367,618	-	367,618
Board Approved Changes to Base Budget	-	-	-	-
TOTAL 2004-05 FINAL BUDGET	-	367,618	-	367,618



Aid to Adoptive Children

DESCRIPTION OF MAJOR SERVICES

This program provides financial assistance to adopting parents who would otherwise not be able to provide for a child's special needs. The children, on whose behalf monies are paid, are disadvantaged personally or physically handicapped, or are adolescents. This program enables hard to place children to be adopted and taken out of the higher cost Foster Care program. This budget is funded approximately 48% state and 36% federal, with the remaining mandated 16% local share funded with Realignment and local cost.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	15,186,707	17,152,146	20,019,351	25,193,425
Departmental Revenue	14,252,485	15,946,603	18,730,791	23,987,882
Local Cost	934,222	1,205,543	1,288,560	1,205,543

Workload Indicators

Cases Per Month	1,926	2,343	2,396	2,869
Average Monthly Aid	656	610	697	732

As a result of unanticipated program growth, expenditures exceeded budget by \$2,867,205. Budgeted annual cases in 2003-04 were 28,116, a 22% increase over 2002-03 annual cases. However, caseload grew even faster in 2003-04, to 28,752 annual cases (a 24% increase over 2002-03).

Average grant amounts have also increased significantly. Due to the high cost of care for these special-needs children, the actual average monthly grant amounts were \$697 (a 6% increase over the prior fiscal year).

Actual annual caseload and average monthly grant increases are shown below:

Fiscal Year	Annual Cases	% Increase	Average Monthly Grant Amount	% Increase
2000-01	14,652		\$525	
2001-02	18,696	28%	\$611	16%
2002-03	23,112	24%	\$656	7%
2003-04	28,752	24%	\$697	6%

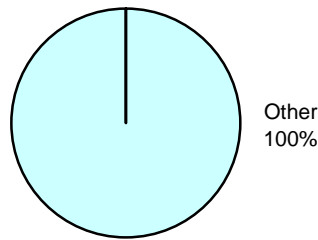
The growth in this program is attributed to State legislation, which became effective January 1, 2000, that encourages and promotes the adoption of children eligible for the program (AB 390). The legislation requires that the county provide prospective adoptive families with information on the availability of benefits, as well as reimbursement for nonrecurring expenses in the adoption of an eligible child. Additionally, there is no financial means test used to determine an adoptive family's eligibility for the program.

This program is approximately 84% funded with state and federal revenues, with a 16% local share. The local share is funded with a combination of Social Services Realignment and local cost.

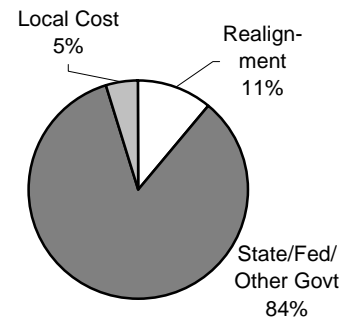
A Board Agenda Item was presented to the Board on April 20, 2004, which increased the 2003-04 budget appropriations \$2,674,939, state revenue \$1,332,501, federal revenue \$904,577 and Realignment \$437,861. The additional \$437,861 in Realignment funded the increased local share required.



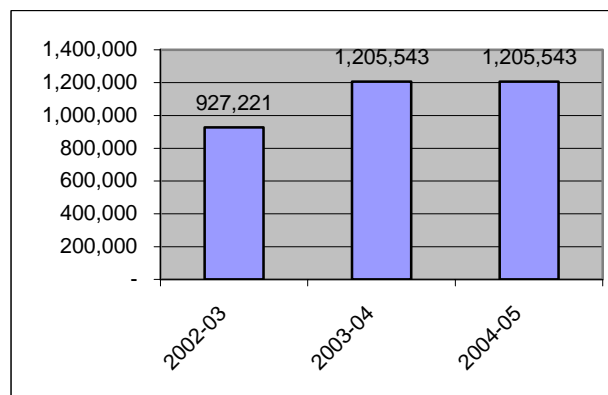
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Aid to Adoptive Children
FUND: General

BUDGET UNIT: AAB ATC
FUNCTION: Public Assistar
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	20,019,351	17,152,146	24,194,402	999,023	25,193,425
Total Appropriation	20,019,351	17,152,146	24,194,402	999,023	25,193,425
Departmental Revenue					
Realignment	1,978,773	1,540,912	2,636,407	133,834	2,770,241
State, Fed or Gov't Aid	16,752,018	14,405,691	20,352,452	865,189	21,217,641
Total Revenue	18,730,791	15,946,603	22,988,859	999,023	23,987,882
Local Cost	1,288,560	1,205,543	1,205,543	-	1,205,543

Continued growth in caseload and average grant amount is due to the success of legislation mentioned earlier.

Estimated expenditures in 2004-05 are based on an overall anticipated total annual cases of 34,428, a 19% increase over 2003-04 actual. Average monthly grant amounts are projected to be \$732, a 5% increase over 2003-04.

Total local share required in 2004-05 is \$3,975,784. The general fund contributes \$1,205,543 and Social Services Realignment will fund \$2,770,241. This is an increase of \$1,229,329 in Realignment needed to fund local share over 2003-04.



DEPARTMENT: Aid to Adoptive Children
 FUND: General
 BUDGET UNIT: AAB ATC

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	17,152,146	15,946,603	1,205,543
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	7,042,256	7,042,256	-
Subtotal	-	7,042,256	7,042,256	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	24,194,402	22,988,859	1,205,543
Board Approved Changes to Base Budget	-	999,023	999,023	-
TOTAL 2004-05 FINAL BUDGET	-	25,193,425	23,987,882	1,205,543

DEPARTMENT: Aid to Adoptive Children
 FUND: General
 BUDGET UNIT: AAB ATC

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in the Aid to Adoptive Children program. The Adoption Assistance program (AAP) is a Federal mandated program under the Federal Adoption Assistance and Child Welfare Act of 1980, PL 96-272. Program administrators anticipate that the number of participants in this program will increase 530 participants during the Fiscal Year and 30 participants will leave the program because of age limits. Increased expenditures are due to increased participants and a projected 19% increase in the average monthly grant. This program is funded approximately 84% with state and federal revenues, with a 16% local share. The local share is funded with a combination of Social Services Realignment and local cost. HSS will fund the increase in 04/05 local share (\$133,834) with Social Services Realignment.	-	999,023	999,023	-
Total	-	999,023	999,023	-



AFDC – Foster Care

DESCRIPTION OF MAJOR SERVICES

This program provides aid payments for children living in foster homes and group-care facilities. The Foster Care caseload consists of cases from both the Department of Children's Services (DCS) (approximately 90%) and Probation (approximately 10%). The cost of Probation related foster care cases is approximately 4.5 times greater than DCS cases due to the higher levels of care required for these juveniles.

There are two funding eligibility criteria in the Foster Care Program, federal (federal, state and county participation) and non-federal (state and county only). Foster Care placements are generally eligible for federal financial participation if the parents meet the previous Aid to Families with Dependent Children (AFDC) Program criteria.

- For federal cases, the cost-sharing ratios are approximately 43% federal, 22% state, and 35% county.
- For non-federal cases, the cost-sharing ratio is 40% state and 60% county.
- All county share-of-cost is mandated and is reimbursed from Social Services Realignment and the county general fund.

Additionally, this budget unit provides \$1.1 million in Social Services Realignment funding annually to the Probation Department to assist in operating the Fouts Springs Youth Facility. This facility is a boot-camp type of facility and is used as a diversionary program for delinquent youth.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	91,002,763	97,635,819	96,259,224	100,802,968
Departmental Revenue	77,072,926	83,857,781	82,481,186	87,328,206
Local Cost	13,929,837	13,778,038	13,778,038	13,474,762

Workload Indicators

Non Federal Annual Paid Cases	14,092	14,394	14,232	14,148
Non Federal Avg Paid Cases Per Month	1,174	1,200	1,186	1,179
Non Federal Avg Monthly Aid	1,573	1,685	1,483	1,602
Federal Annual Paid Cases	43,133	42,846	43,131	42,216
Federal Avg Paid Cases Per Month	3,594	3,571	3,594	3,518
Federal Avg Monthly Aid	1,569	1,687	1,712	1,825

The variance between 2003-04 budget and actual expenditures was due to stabilizing caseloads, which is partly due to cases shifting from the Foster Care program into the Kin-Gap program. Caseloads were projected to increase with the opening of the Vision Quest facility. Vision Quest is a Rate-Care-Level 12 placement facility in which 72 youths were admitted beginning in October 2003. Most of the placements were made and did not impact the caseload numbers as anticipated due to the continued movement of children into Kin-Gap.

The Foster Care caseload has stabilized in recent years, partly due to cases shifting from the Foster Care program into the Kin-Gap program. Caseloads are projected to remain stable in 2004-05.

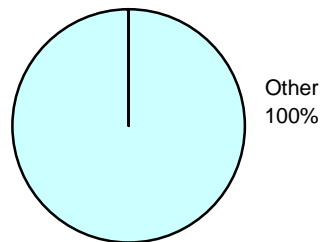
While caseloads have stabilized, costs for these cases continue to increase. This is due to the severe statewide shortage of foster family homes and intensive treatment facilities for seriously troubled children. These children are being placed in higher cost foster family agencies and group homes.

Average grant amounts in 2004-05 are projected to be 7% higher than 2003-04 budgeted grant amounts. The rising cost per case is a statewide problem. The governor is currently looking for solutions to control the rising costs, but it is not known when any new legislation or procedures will be handed down.

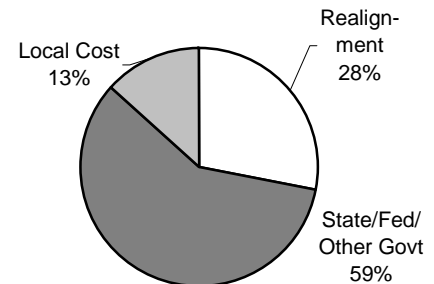


The U.S. District Court issued an order in February 2004 in the Rosales v. Thompson case revising the eligibility requirements for foster care cases. Non-federal cases are currently being reviewed that may now be eligible for federal funds. Additionally, cases that previously were denied foster care funds and had been designated as CalWORKS may now be eligible for foster care funds. Each county is required to review all foster care cases open on or after March 2003 to determine eligibility for retroactive payments. The impact this ruling will have on San Bernardino County will not be known until all affected cases are reviewed.

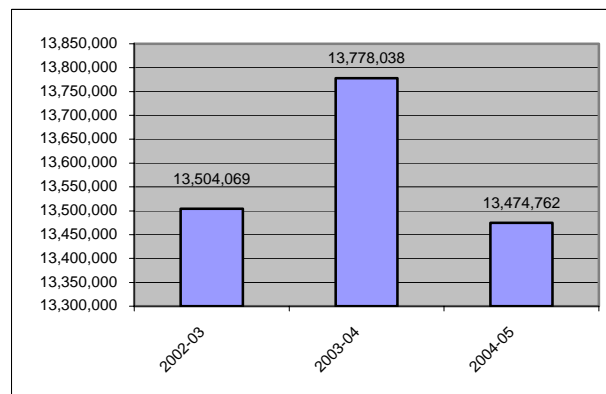
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: AFDC - FOSTER CARE
FUND: General

BUDGET UNIT: AAB BHI
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	95,390,547	96,535,819	99,971,460	(268,492)	99,702,968
Transfers	868,677	1,100,000	1,100,000	-	1,100,000
Total Appropriation	96,259,224	97,635,819	101,071,460	(268,492)	100,802,968
Departmental Revenue					
Realignment	23,778,136	25,751,614	27,948,104	240,403	28,188,507
State, Fed or Gov't Aid	57,770,706	57,406,167	58,481,620	658,079	59,139,699
Current Services	827,040	700,000	700,000	-	700,000
Other Revenue	105,304	-	(700,000)	-	(700,000)
Total Revenue	82,481,186	83,857,781	86,429,724	898,482	87,328,206
Local Cost	13,778,038	13,778,038	14,641,736	(1,166,974)	13,474,762



The state proposed to eliminate the county share of Child Support collections in 2004-05, which is used to offset local cost in Foster Care, CalWORKs aid payments (AAB FGR and AAB UPP), and the Kinship Guardianship Assistance Program (AAB KIN). With the loss of this revenue, local cost is projected to exceed target in AAB FGR and AAB KIN. To offset the increase, HSS is proposing to increase budgeted Realignment revenues in Foster Care to assist in transferring a net of \$303,276 in local cost to AAB FGR. This will enable HSS to remain within local cost targets in the subsistence payment budget units.

DEPARTMENT: AFDC - FOSTER CARE
FUND: General
BUDGET UNIT: AAB BHI

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	97,635,819	83,857,781	13,778,038
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	3,435,641	3,435,641	-
Subtotal	-	3,435,641	3,435,641	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	(863,698)	863,698
TOTAL BOARD APPROVED BASE BUDGET	-	101,071,460	86,429,724	14,641,736
Board Approved Changes to Base Budget	-	(268,492)	898,482	(1,166,974)
TOTAL 2004-05 FINAL BUDGET	-	100,802,968	87,328,206	13,474,762

DEPARTMENT: AFDC - FOSTER CARE
FUND: General
BUDGET UNIT: AAB BHI

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Updated program activity for 2004-05 Due to information received after the submission of the first 2004-05 projections, caseload is now expected to be slightly lower than originally projected.	-	(268,492)	-	(268,492)
2. Updated program activity for 2004-05 Due to information received after the October 2003 submission of the first 2004-05 projection, Non-Federal caseload is projected to be 2.5% lower than originally projected, resulting in less state revenue.	-	-	(583,480)	583,480
3. Updated program activity for 2004-05 Due to the State's proposal in 2004-05 to eliminate the County's share of child support collections, additional realignment is increasing to offset this decrease in child support collections revenue.	-	-	240,403	(240,403)
4. Updated program activity for 2004-05 Due to information received after the submission of the first 2004-05 projection, the Federal average grant is projected to be 6% higher than originally projected, resulting in an increase in federal revenue.	-	-	1,241,559	(1,241,559)
Total	-	(268,492)	898,482	(1,166,974)



Refugee Cash Assistance

DESCRIPTION OF MAJOR SERVICES

This program provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKS programs. This program is 100% federally funded and open-ended.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

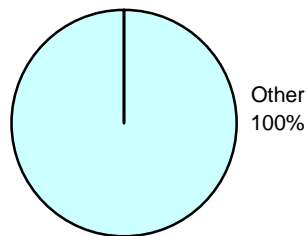
	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	50,616	520,000	40,027	100,000
Departmental Revenue	51,902	520,000	39,505	100,000
Local Cost	(1,286)	-	522	-

Workload Indicators

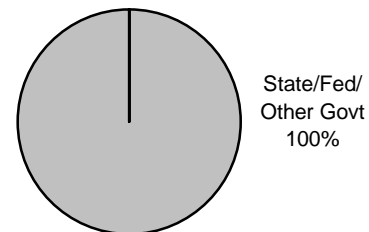
Cases Per Month	17	98	11	20
Average Monthly Aid	248	442	310	415

Actual expenditures in 2003-04 were lower than budgeted due to a decrease in the refugee population moving into the county and many participants reaching the eight-month time limit of the program.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Human Services System
DEPARTMENT: Refugee Cash Assist
FUND: General

BUDGET UNIT: AAB CAP
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Other Charges	40,027	520,000	520,000	(420,000)	100,000
Total Appropriation	40,027	520,000	520,000	(420,000)	100,000
<u>Departmental Revenue</u>					
State, Fed or Gov't Aid	39,495	520,000	520,000	(420,000)	100,000
Total Revenue	39,505	520,000	520,000	(420,000)	100,000
Local Cost	522	-	-	-	-

This program is 100% federally funded and open-ended. Historically this program has been budgeted at \$520,000 regardless of actual caseload. This budget is being adjusted to \$100,000 to more accurately reflect actual caseload and average monthly grant amounts.



DEPARTMENT: Refugee Cash Assist
 FUND: General
 BUDGET UNIT: AAB CAP

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	520,000	520,000	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	-	-	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	520,000	520,000	-
Board Approved Changes to Base Budget	-	(420,000)	(420,000)	-
TOTAL 2004-05 FINAL BUDGET	-	100,000	100,000	-

DEPARTMENT: Refugee Cash Assist
 FUND: General
 BUDGET UNIT: AAB CAP

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Decrease in the Refugee Cash Assist program.	-	(420,000)	(420,000)	-
The Refugee Cash Assistance program is a 100% federally funded program that provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration project and CalWORKS programs. Historically this program has had only 15 - 20 participants per month and was not budgeted using actual caseload data. This decrease reflects a more accurate program cost.				
Total	-	(420,000)	(420,000)	-



Cash Assistance for Immigrants

DESCRIPTION OF MAJOR SERVICES

This program, under AB-2779, provides cash assistance to aged, blind and disabled legal immigrants who meet the Supplemental Security Income/State Supplementary Payment (SSI/SSP) immigration status requirements in effect on August 21, 1998 and all other current SSI/SSP eligibility requirements, yet are no longer eligible for SSI/SSP solely due to their immigration status. This program is 100% state funded.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

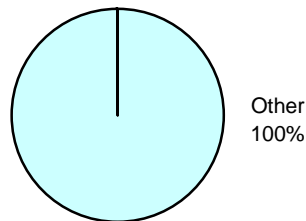
	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	698,136	1,053,030	708,183	1,053,030
Departmental Revenue	695,909	1,053,030	710,935	1,053,030
Local Cost	2,227	-	(2,752)	-

Workload Indicators

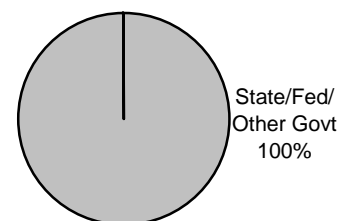
Average Cases Per Month	96	116	94	111
Average Monthly Aid	606	752	631	790

Expenditures for 2003-04 were less than budgeted because caseload was lower than expected. This was due to clients moving into the federal SSI/SSP program, while new applications continued to decline. Average grant costs were also lower than expected.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



GROUP: Human Services System
DEPARTMENT: Cash Assistance for Immigrants
FUND: General

BUDGET UNIT: AAB CAS
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Other Charges	708,183	1,053,030	1,053,030	-	1,053,030
Total Appropriation	708,183	1,053,030	1,053,030	-	1,053,030
<u>Departmental Revenue</u>					
State, Fed or Gov't Aid	710,935	1,053,030	1,053,030	-	1,053,030
Total Revenue	710,935	1,053,030	1,053,030	-	1,053,030
Local Cost	(2,752)	-	-	-	-



The proposed 2004-05 budget projects a small caseload decline from the previous year's budget and an expected 1.5% COLA in the SSI/SSP rate for the months of January through June 2005. Because the state legislature could expand program eligibility at any time it is recommended that 2004-05 appropriations remain at the current level.

DEPARTMENT: Cash Assistance for Immigrants
FUND: General
BUDGET UNIT: AAB CAS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	1,053,030	1,053,030	-
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	-	-	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	1,053,030	1,053,030	-
Board Approved Changes to Base Budget	-	-	-	-
TOTAL 2004-05 FINAL BUDGET	-	1,053,030	1,053,030	-



CalWORKS – All Other Families

DESCRIPTION OF MAJOR SERVICES

This budget unit provides CalWORKS assistance payments families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. The federal (50%) and state (47.5%) governments reimburse costs for this program. The mandated local share of 2.5% is funded with county general fund.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	194,822,469	196,553,943	199,650,585	196,029,188
Departmental Revenue	190,670,061	192,123,884	195,387,981	191,128,458
Local Cost	4,152,408	4,430,059	4,262,604	4,900,730

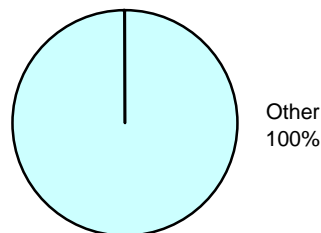
Workload Indicators

Annual Paid Cases	377,456	380,054	371,820	364,569
Average Paid Cases per Month	31,455	31,671	30,985	30,381
Average Monthly Aid	517	517	537	538

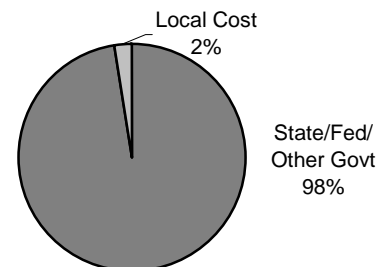
Actual expenditures exceeded the 2003-04 budget due to an unbudgeted Cost-of-Living Adjustment (COLA), which took effect at the start of the fiscal year. The state did not approve the COLA until after the budget had been prepared. The budget unit remained within budgeted local cost due to increased revenues realized from child support collections.

The 2004-05 final budget is significantly lower than original projections because caseload decreases were realized rather than the increases predicted by the Governor's office last March. The state has not provided any caseload estimates for 2004-05; therefore, a conservative estimate of zero caseload growth has been used (despite continuing caseload declines in Fiscal Year 2003-04). The state has not given any advance notification of Cost-of-Living Adjustments in 2004-05, so the average monthly aid is expected to remain stable as well.

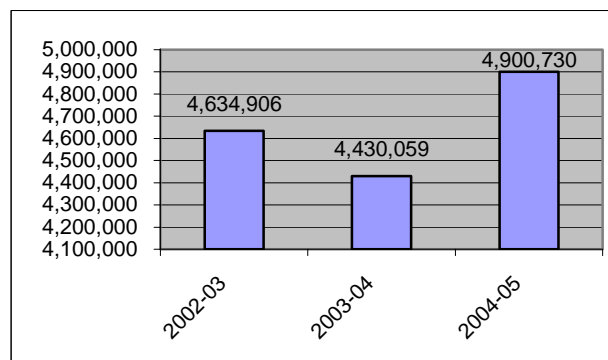
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: CalWORKs - All Other Families
FUND: General

BUDGET UNIT: AAB FGR
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	199,650,585	196,553,943	211,295,961	(15,266,773)	196,029,188
Total Appropriation	199,650,585	196,553,943	211,295,961	(15,266,773)	196,029,188
Departmental Revenue					
State, Fed or Gov't Aid	194,401,670	191,423,884	206,013,563	(14,885,105)	191,128,458
Current Services	986,018	700,000	700,000	-	700,000
Other Revenue	293	-	(700,000)	-	(700,000)
Total Revenue	195,387,981	192,123,884	206,013,563	(14,885,105)	191,128,458
Local Cost	4,262,604	4,430,059	5,282,398	(381,668)	4,900,730

The state has proposed to eliminate the county's share of child support collections, which is currently used to offset local share for this program, as well as in Foster Care (AAB BHI) and the Kinship Guardianship Assistance Program (AAB KIN). With the loss of this revenue, local cost is projected to exceed target in this budget unit by \$318,332. To offset the increase, the department is proposing to increase budgeted realignment revenues in Foster Care. This will enable HSS to remain within local cost targets overall in the subsistence payment budget units.

DEPARTMENT: CalWORKs - All Other Families
FUND: General
BUDGET UNIT: AAB FGR

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	196,553,943	192,123,884	4,430,059
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	14,742,018	14,589,679	152,339
Subtotal	-	14,742,018	14,589,679	152,339
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	(700,000)	700,000
TOTAL BOARD APPROVED BASE BUDGET	-	211,295,961	206,013,563	5,282,398
Board Approved Changes to Base Budget	-	(15,266,773)	(14,885,105)	(381,668)
TOTAL 2004-05 FINAL BUDGET	-	196,029,188	191,128,458	4,900,730

SCHEDULE B

DEPARTMENT: CalWORKs - All Other Families
FUND: General
BUDGET UNIT: AAB FGR

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Decreased appropriation and revenue.	-	(15,266,773)	(14,885,105)	(381,668)
An expected decrease in the number of paid cases in Fiscal Year 2004-05 will result in the need for less appropriation. Lower appropriations will also result in less revenue.				
Total	-	(15,266,773)	(14,885,105)	(381,668)



Kinship Guardianship Assistance Program

DESCRIPTION OF MAJOR SERVICES

This federal program was implemented Jan. 1, 2000. It provides a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. It offers relative caregivers of dependent children a new option for providing a permanent home to these children. To be eligible for the program, the child must have lived with the relative at least 12 consecutive months, the relative guardianship must be established pursuant to Welfare and Institutions Code 366.26, and the juvenile court dependency for the child must be dismissed. Movement to the Kin-GAP program is not automatic. The court, with a recommendation from the social worker, has discretion regarding whether termination of dependency is in the child's best interest.

The estimated federal cost reimbursement is approximately 66% and the state cost reimbursement is approximately 17%. The remaining 17% mandated local share is funded by the county general fund.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	2,530,659	3,351,569	3,394,039	4,556,185
Departmental Revenue	2,115,676	2,795,803	2,870,851	3,793,024
Local Cost	414,983	555,766	523,188	763,161

Workload Indicators

Annual Paid Cases	4,666	5,899	6,300	8,124
Average Paid Cases Per Month	389	492	525	677
Average Monthly Aid	542	567	537	560

Expenditures exceeded 2003-04 budget by \$42,470 due to higher than projected caseload. It was anticipated that the number of cases would stabilize once the backlog of eligible cases in foster care were transferred to the Kin-Gap program, but caseload growth has continued at a higher rate than expected. This may be due to a greater awareness of the program, and more children in the foster care system now are eligible for the Kin-Gap program.

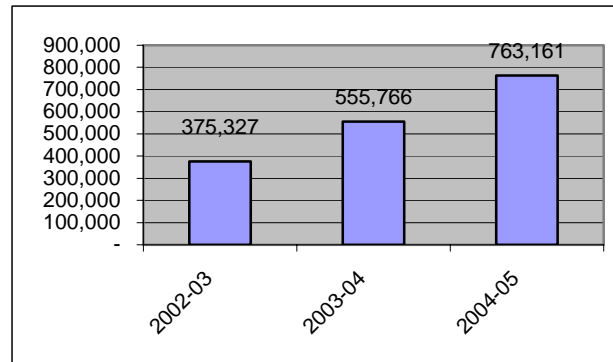
Local cost did not exceed budgeted local cost, however, due to higher than expected revenue from Child Support Collections.

Since the program's inception in 2000, caseload has continued to grow significantly each year. It is anticipated that caseload will increase by approximately 27% in 2004-05. This reflects a growth of 12 new cases per month in 2004-05. The cost per case appears to have stabilized and no significant increase in cost is projected for 2004-05. A 0.5% increase has been included to provide for COLAs received during 2003-04.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: KIN GAP
FUND: General

BUDGET UNIT: AAB KIN
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	3,394,039	3,351,569	4,579,344	(23,159)	4,556,185
Total Appropriation	3,394,039	3,351,569	4,579,344	(23,159)	4,556,185
Departmental Revenue					
State, Fed or Gov't Aid	2,826,681	2,781,803	3,800,856	(7,832)	3,793,024
Current Services	44,170	14,000	14,000	-	14,000
Other Revenue	-	-	(14,000)	-	(14,000)
Total Revenue	2,870,851	2,795,803	3,800,856	(7,832)	3,793,024
Local Cost	523,188	555,766	778,488	(15,327)	763,161

The state has proposed to eliminate the county's share of child support collections, which is currently used to offset local share for this program, as well as in Foster Care (AAB BHI) and in CalWORKs aid payments (AAB FGR and AAB UPP). The loss of this revenue will cause this budget unit to exceed the local cost target by \$9,673. To offset the increase, HSS will be transferring local cost from the CalWORKs-2 Parent Families budget unit (AAB UPP). This will enable HSS to remain within local cost targets overall in the subsistence payment budget units.

DEPARTMENT: KIN GAP
FUND: General
BUDGET UNIT: AAB KIN

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	3,351,569	2,795,803	555,766
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	1,227,775	1,030,053	197,722
Subtotal	-	1,227,775	1,030,053	197,722
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	(25,000)	25,000
TOTAL BOARD APPROVED BASE BUDGET	-	4,579,344	3,800,856	778,488
Board Approved Changes to Base Budget	-	(23,159)	(7,832)	(15,327)
TOTAL 2004-05 FINAL BUDGET	-	4,556,185	3,793,024	763,161



SCHEDULE B

DEPARTMENT: KIN GAP
 FUND: General
 BUDGET UNIT: AAB KIN

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Cost per case lower than originally projected	-	(23,159)	(7,832)	(15,327)
It is now estimated that the cost per case will be 9% lower than originally projected. Also, the number of cases is now estimated to be 9% higher than originally projected. These estimates are based on the most recent analysis of this program.				
Total	-	(23,159)	(7,832)	(15,327)



Seriously Emotionally Disturbed

DESCRIPTION OF MAJOR SERVICES

Assembly Bill 3263 requires Human Services System to pay out-of-home costs for seriously emotionally disturbed (SED) children. The SED children under this program are referrals from the county's school districts whom have not been abused or neglected and are placed out-of-home pursuant to an individualized education program (IEP). These clients are referred to the Department of Behavioral Health (DBH) whom has case management and supervision responsibility. This budget includes an expenditure offset of \$79,456 from the DBH for clients placed in residential facilities outside of California. This budget is funded 40% by the state with the mandated 60% local share funded with Social Services Realignment and a county general fund contribution.

There is no staffing associated with this budget unit.

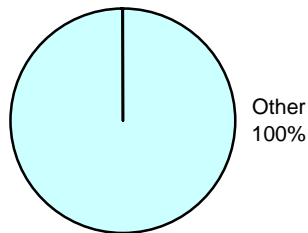
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	3,355,423	3,345,010	3,128,277	3,794,651
Departmental Revenue	2,801,085	2,613,701	2,527,007	3,063,342
Local Cost	554,338	731,309	601,270	731,309

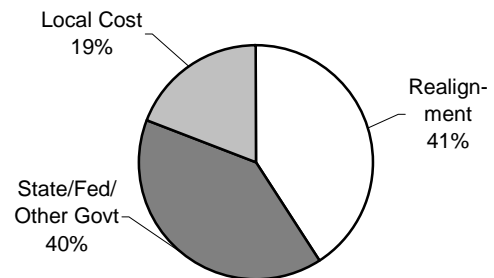
Workload Indicators

Average Cases Per Month	46	44	45	49
Average Monthly Aid	6,079	6,525	5,793	6,585

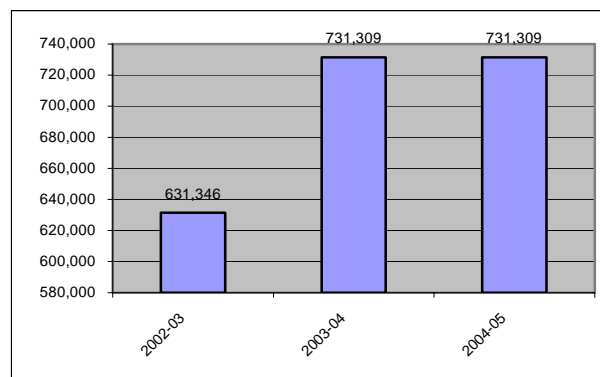
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Seriously Emotionally Disturbed
FUND: General

BUDGET UNIT: AAB SED
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Other Charges	3,128,277	3,345,010	3,794,651	-	3,794,651
Total Appropriation	3,128,277	3,345,010	3,794,651	-	3,794,651
Departmental Revenue					
Realignment	1,275,697	1,275,697	1,545,482	-	1,545,482
State, Fed or Gov't Aid	1,251,310	1,338,004	1,517,860	-	1,517,860
Total Revenue	2,527,007	2,613,701	3,063,342	-	3,063,342
Local Cost	601,270	731,309	731,309	-	731,309

Projected expenditures for 2004-05 are based on the continued higher overall average monthly caseload, placement in higher level of care facilities, and expected rate increases granted to group homes. The majority of the participants are placed in rate classification level (RCL) 11 and 12 group homes. However, nearly 9% of the participants are currently placed in the highest level of group home RCL 14. The majority of the participants, 48%, remain in the program 1 year or less and 39% remain in the program between 1 and 2 years. Only 6 participants have remained in this program for more than 2 years.

Continued caseload growth requires additional appropriation, revenue and local share in 2004-05. Total mandated local share required is \$2,276,791, of which \$1,545,482 is funded with Social Services Realignment. This is an increase of \$269,785 over 2003-04. The remaining \$731,309 local share is funded with General Fund dollars, which is the same amount funded in 2003-04.

DEPARTMENT: Seriously Emotionally Disturbed
FUND: General
BUDGET UNIT: AAB SED

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	3,345,010	2,613,701	731,309
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	449,641	449,641	-
Subtotal	-	449,641	449,641	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	3,794,651	3,063,342	731,309
Board Approved Changes to Base Budget	-	-	-	-
TOTAL 2004-05 FINAL BUDGET	-	3,794,651	3,063,342	731,309



CalWORKS – 2-Parent Families

DESCRIPTION OF MAJOR SERVICES

This program provides payments to resident families who are eligible for aid in accordance with state law. This budget includes all cases identified as having two parents in the home or in which the parent(s) is excluded from, or ineligible for, CalWORKs. The state and federal governments reimburse 97.5% of the costs for this program. The mandated local share of 2.5% is funded with county general fund.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

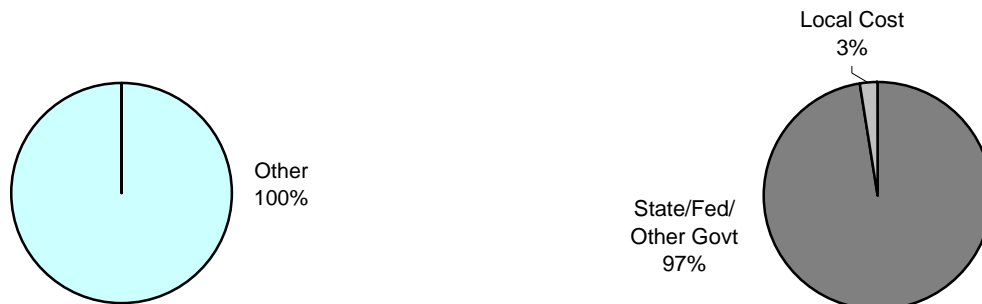
	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	18,663,114	18,846,462	17,232,244	15,072,908
Departmental Revenue	18,213,961	18,408,416	16,809,007	14,694,577
Local Cost	449,153	438,046	423,237	378,331

Workload Indicators

Annual Paid Cases	31,320	31,448	27,928	24,548
Paid Cases per Month	2,610	2,621	2,327	2,046
Average Monthly Aid	595	599	607	614

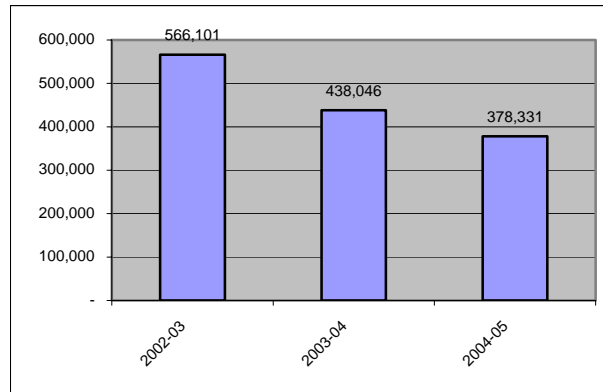
There is a significant variance between the 2003-04 budget and actual expenditures due to decreasing caseloads. Declining caseloads are due to a combination of factors, including 1) participants reaching CalWORKs time limits and 2) others no longer needing assistance due to newfound employment.

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART





GROUP: Human Services System
DEPARTMENT: CalWORKs - 2-Parent Families
FUND: General

BUDGET UNIT: AAB UPP
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Other Charges	17,232,244	18,846,462	17,452,581	(2,379,673)	15,072,908
Total Appropriation	17,232,244	18,846,462	17,452,581	(2,379,673)	15,072,908
<u>Departmental Revenue</u>					
State, Fed or Gov't Aid	16,774,684	18,373,416	17,014,521	(2,319,944)	14,694,577
Current Services	34,323	35,000	35,000	-	35,000
Other Revenue	-	-	(35,000)	-	(35,000)
Total Revenue	16,809,007	18,408,416	17,014,521	(2,319,944)	14,694,577
Local Cost	423,237	438,046	438,060	(59,729)	378,331

The state has not provided any caseload estimates for 2004-05, so the rate of decline in the monthly caseload in 2003-04 has been projected for 2004-05. The state has not given any advance notification of Cost-of-Living Adjustments in 2004-05, so the average monthly grant is expected to remain stable as well. However, the state has proposed to eliminate the county's share of child support collections (currently budgeted at \$35,000), which is used to offset local share for this program. The expected savings associated with continuing caseload declines will cover this revenue shortfall of \$15,056 as well as enable a transfer of local cost to the other CalWORKs budget unit (AAB FGR) and to the Kin-Gap budget unit (AAB KIN).



DEPARTMENT: CalWORKs - 2-Parent Families
 FUND: General
 BUDGET UNIT: AAB UPP

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	18,846,462	18,408,416	438,046
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	(1,393,881)	(1,358,895)	(34,986)
Subtotal	-	(1,393,881)	(1,358,895)	(34,986)
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	(35,000)	35,000
TOTAL BOARD APPROVED BASE BUDGET	-	17,452,581	17,014,521	438,060
Board Approved Changes to Base Budget	-	(2,379,673)	(2,319,944)	(59,729)
TOTAL 2004-05 FINAL BUDGET	-	15,072,908	14,694,577	378,331

SCHEDULE B

DEPARTMENT: CalWORKs - 2-Parent Families
 FUND: General
 BUDGET UNIT: AAB UPP

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Decreased appropriation and revenue.	-	(2,379,673)	(2,319,944)	(59,729)
Expected continuing caseload declines will result in the need for less appropriation in turn resulting in lower revenues from the state and federal governments and less local cost needed.				
Total	-	(2,379,673)	(2,319,944)	(59,729)



Aid to Indigents (General Relief)

DESCRIPTION OF MAJOR SERVICES

The county is mandated to provide subsistence in the form of cash aid for food, shelter, and transportation to indigents who do not meet categorical eligibility requirements for state and federally funded programs. These general relief payments facilitate transition to an employable status and provide interim assistance pending receipt of SSI benefits. Services and supplies consist of a fixed amount contract with a law firm to assist clients in preparing applications for Social Security Insurance (SSI) benefits. Other revenue represents retroactive SSI payments, which the county receives as reimbursement for general relief assistance provided to SSI eligible indigents prior to their enrollment in the SSI program.

There is no staffing associated with this budget unit.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	1,335,768	1,275,123	1,490,049	1,361,560
Departmental Revenue	360,467	330,986	331,626	342,470
Local Cost	975,301	944,137	1,158,423	1,019,090

Workload Indicators

Average individuals served per month	426	415	482	445
Average monthly aid per person	261	252	255	252

Actual 2003-04 expenditures exceeded budget by \$214,926. Reasons for the increasing caseload include the following:

- CalWORKs clients reaching 5-year limit on aid
- Population increase in our county and the availability of cheaper housing (including shared living arrangements)
- Clients are staying on aid longer because of changes to SSI rules, i.e. those with substance abuse problems (drugs, alcohol) are not eligible for SSI unless they are in a treatment program
- Clients are also staying on aid longer because of the lengthy appeals process for their specific case situations (some clients have been in the appeals process since 2002)

The revenue collection represents retroactive SSI payments the county receives as reimbursement from eligible indigents prior to their enrollment in SSI.

As a result of higher expenses (offset by an increase in revenue collection), the net increase in local cost was \$214,286 for Aid to Indigents. However, due to savings in other subsistence budget units, HSS did not exceed its overall budgeted local cost.

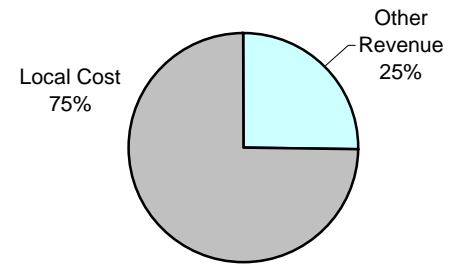
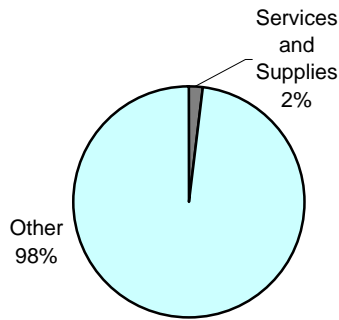
It is projected that 2004-05 caseload will increase by 7% in comparison to 2003-04 budget based on reasons stated above.

It should be noted that 2004-05 caseload projections are expected to be less than 2003-04 actual caseload. This is due to efforts by TAD staff to minimize increases in caseload by performing frequent case reviews and carefully monitoring eligibility. Average monthly aid per case is projected to remain the same in comparison to last year.

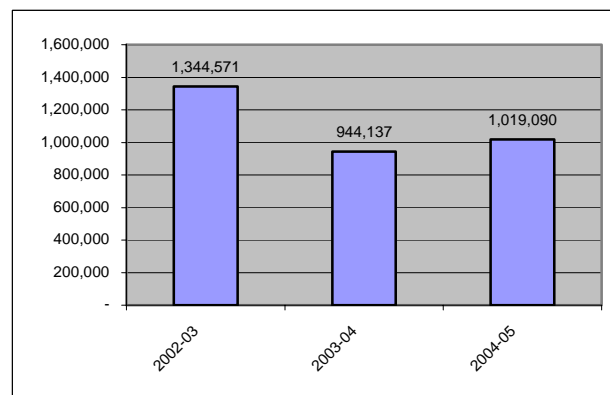


2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Aid to Indigents
FUND: General

BUDGET UNIT: AAA ATI
FUNCTION: Public Assistance
ACTIVITY: General Relief

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Services and Supplies	12,870	35,370	35,370	(7,632)	27,738
Other Charges	1,477,179	1,239,753	1,329,957	3,865	1,333,822
Total Appropriation	1,490,049	1,275,123	1,365,327	(3,767)	1,361,560
Departmental Revenue					
Other Revenue	331,626	330,986	346,237	(3,767)	342,470
Total Revenue	331,626	330,986	346,237	(3,767)	342,470
Local Cost	1,158,423	944,137	1,019,090	-	1,019,090

Revenue collection can vary from year to year due to periodic reimbursements of retroactive SSI payments that are inconsistent from month to month and year to year. It is estimated that revenues will be 3.5% higher in 2004-05.



DEPARTMENT: Aid to Indigents
 FUND: General
 BUDGET UNIT: AAA ATI

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	-	1,275,123	330,986	944,137
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	90,204	15,251	74,953
Subtotal	-	90,204	15,251	74,953
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	1,365,327	346,237	1,019,090
Board Approved Changes to Base Budget	-	(3,767)	(3,767)	-
TOTAL 2004-05 FINAL BUDGET	-	1,361,560	342,470	1,019,090

SCHEDULE B

DEPARTMENT: Aid to Indigents
 FUND: General
 BUDGET UNIT: AAA ATI

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
Cost Changes	-	(3,767)	(3,767)	-
It is estimated that payments to Inland Valley Legal will slightly decrease and aid payments to clients will slightly increase resulting in \$3,767 overall decrease.				
Total	-	(3,767)	(3,767)	-



Proposition 36

MISSION STATEMENT

The Mission of Proposition 36 is to provide nonviolent drug offenders with proven and effective treatment strategies rather than incarceration through a collaborative effort of stakeholders.

DESCRIPTION OF MAJOR SERVICES

In November 2000, California passed Proposition 36, the Substance Abuse and Crime Prevention Act of 2000 (Act). The Act mandated that certain persons convicted of a nonviolent drug possession offense, and any parolee who is determined by the Parole Authority to have committed a nonviolent drug possession offense, or violated any other drug-related condition of parole, will be provided drug treatment and related services in lieu of incarceration. On February 6, 2001 the Board of Supervisors designated Human Services System as the county lead agency for implementation of the Act and established a local interest earning special revenue fund for funds received from the state for this program.

Proposition 36 was intended as a 5 year demonstration project for the period of July 1, 2001 through June 30, 2006. Revenue of \$2.77 million was allocated to the County for the period of January 1, 2001 through June 30, 2001 as start up funds. During the planning for implementation a decision was made that the anticipated annual allocation would not keep pace with expenditures. Therefore, the \$2.77 million was deposited in the Proposition 36 special revenue fund to finance treatment and probation costs that exceeded the annual allocation. A portion of the reserve has been used annually to finance costs that have exceeded the annual allocation. It is anticipated that the fund balance will be depleted at the proposed program end date of June 30, 2006.

This special revenue fund does not directly spend funds or provides services. This special revenue fund is used to account for disposition of the funds received from the state. Funds are transferred to the department of Alcohol and Drug Abuse Services and Probation which are the ones providing the treatment and overseeing the parolees.

There is no staffing associated with this budget unit.

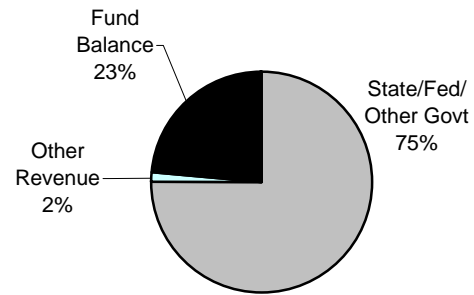
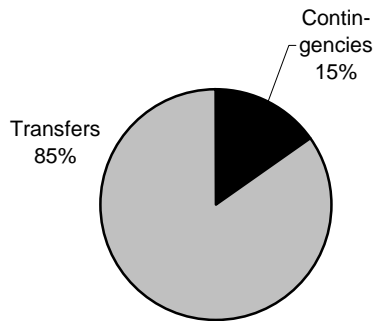
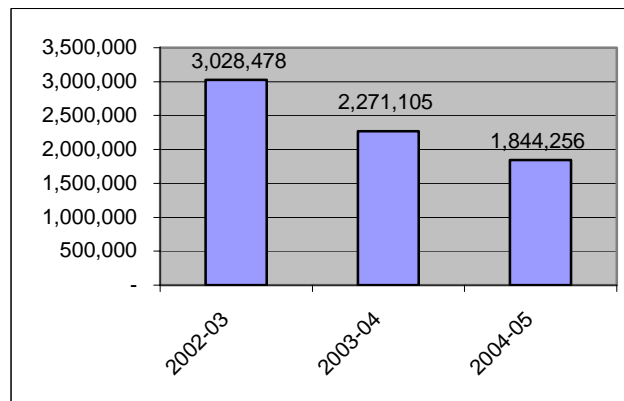
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	6,625,029	8,123,826	6,214,085	7,848,018
Departmental Revenue	5,867,386	5,852,721	5,787,236	6,003,762
Fund Balance		2,271,105		1,844,256

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

Variances between actual and budget for 2003-04 existed in transfers primarily due to lower than anticipated alcohol and drug treatment costs as a result of a reduced residential capacity and a reduced length of stay in residential and outpatient treatment.



2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE

2004-05 FUND BALANCE TREND CHART


GROUP: Human Services System
DEPARTMENT: Human Services System
FUND: Proposition 36 - Substance Abuse and Prevention Program

BUDGET UNIT: RHD DPA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Transfers	6,214,085	6,627,078	6,627,078	24,066	6,651,144
Contingencies	-	1,496,748	1,496,748	(299,874)	1,196,874
Total Appropriation	6,214,085	8,123,826	8,123,826	(275,808)	7,848,018
<u>Departmental Revenue</u>					
Use of Money and Prop	114,515	180,000	180,000	(55,000)	125,000
State, Fed or Gov't Aid	5,672,721	5,672,721	5,672,721	206,041	5,878,762
Total Revenue	5,787,236	5,852,721	5,852,721	151,041	6,003,762
Fund Balance		2,271,105	2,271,105	(426,849)	1,844,256



DEPARTMENT: Human Services System
 FUND: Proposition 36 - Substance Abuse and Prevention Program
 BUDGET UNIT: RHD DPA

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	-	8,123,826	5,852,721	2,271,105
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	-	-	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	8,123,826	5,852,721	2,271,105
Board Approved Changes to Base Budget	-	(275,808)	151,041	(426,849)
TOTAL 2004-05 FINAL BUDGET	-	7,848,018	6,003,762	1,844,256

SCHEDULE B

DEPARTMENT: Human Services System
 FUND: Proposition 36 - Substance Abuse and Prevention Program
 BUDGET UNIT: RHD DPA

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Increase transfers. Increased transfers to HSS for fee collection and annual audit of the program.	-	24,066	-	24,066
2. Decrease contingencies to reflect use of fund balance Decreased contingencies to fund on-going expenses not covered by the state allocation. Furthermore, the program is scheduled to end in 2005-06, therefore, half of the fund balance will be used in 2004-05 and the other half in 2005-06.	-	(721,270)	-	(721,270)
** Final Budget Adjustment - Fund Balance Contingencies increased due to a higher than anticipated fund balance.	-	421,396	-	421,396
3. Reduce interest revenue . Interest revenue decreased due to a smaller daily balance on the account as a result of anticipated use of fund balance.	-	-	(55,000)	55,000
4. Increase State allocation due to formula change The preliminary state allocation of Prop 36 funds has increased by \$206,041 due to a change in the allocation methodology used by the state. Past allocations were based on a county's population, treatment caseload at a point in time and total number of drug arrests. The new methodology is based on a county's population, average daily treatment caseload and number of felony and misdemeanor arrest.	-	-	206,041	(206,041)
Total	-	(275,808)	151,041	(426,849)

** Final Budget Adjustment was approved by the Board after the proposed budget was submitted.



AB 212 – Teacher Stipends

DESCRIPTION OF MAJOR SERVICES

High quality childcare is dependent upon a well-trained, well-compensated and dedicated staff. In an effort to foster an environment where this type of staff is developed and retained, Children's Network applied for and was awarded this state grant via Assembly Bill 212 (Teacher Stipends) in December 2001. Grant monies are placed in this special revenue fund providing stipends to preschool teachers and/or administrators who demonstrate completion of college credits towards certification or post-secondary degrees. The stipend increases as the number of college units completed increases thereby acting as an incentive for preschool teachers to further educational levels. Stipends also increase for teachers who speak a second language or teach disabled children making preschool services accessible to a larger portion of the community.

There is no staffing associated with this budget unit.

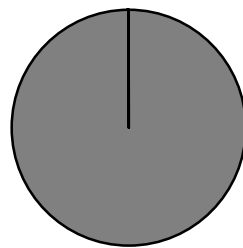
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	1,237,364	612,000	580,350	681,996
Departmental Revenue	655,838	558,988	607,834	600,000
Fund Balance		53,012		81,996

Workload Indicators

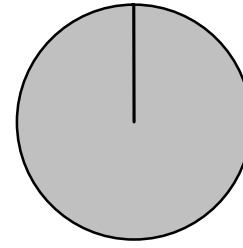
Stipends Awarded	659	305	389	300
Average Amount of Stipend	1,879	2,007	1,492	2,000

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



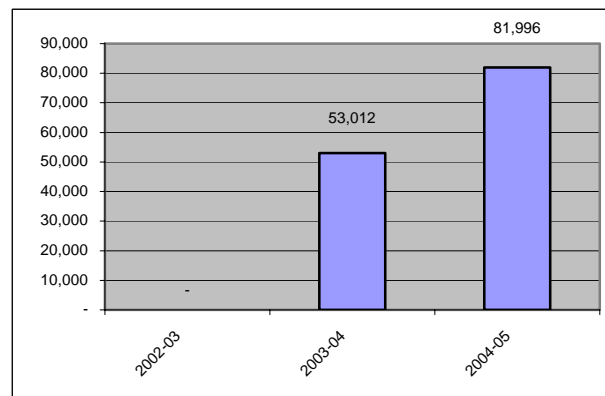
Services
and
Supplies
100%

2004-05 BREAKDOWN BY FINANCING SOURCE



State/Fed/
Other Govt
100%

2004-05 FUND BALANCE TREND CHART



GROUP: Human Services System
DEPARTMENT: AB 212 Teacher Stipends
FUND: AB 212 Teacher Stipends

BUDGET UNIT: RHE DPA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Services and Supplies	580,350	612,000	600,000	81,996	681,996
Total Appropriation	580,350	612,000	600,000	81,996	681,996
Departmental Revenue					
Use of Money and Prop	2,508	6,000	-	-	-
State, Fed or Gov't Aid	605,326	552,988	600,000	-	600,000
Total Revenue	607,834	558,988	600,000	-	600,000
Fund Balance		53,012	-	81,996	81,996

The state has not yet provided an exact figure of the 2004-05 grant amount, but has communicated to Children's Network that it estimates San Bernardino County's portion to be \$600,000. Any negative circumstances that may affect this budget unit will be directly reflected in the stipends awarded to teachers and will not have any effect on local cost.

DEPARTMENT: AB 212 Teacher Stipends
FUND: AB 212 Teacher Stipends
BUDGET UNIT: RHE DPA

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	-	612,000	558,988	53,012
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	-	-	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	(12,000)	41,012	(53,012)
Subtotal	-	(12,000)	41,012	(53,012)
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	-	600,000	600,000	-
Board Approved Changes to Base Budget	-	81,996	-	81,996
TOTAL 2004-05 FINAL BUDGET	-	681,996	600,000	81,996

DEPARTMENT: AB 212 Teacher Stipends
FUND: AB 212 Teacher Stipends
BUDGET UNIT: RHE DPA

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
** Final Budget Adjustment - Fund Balance Increased services and supplies based on actual fund balance.	-	81,996	-	81,996
Total	-	81,996	-	81,996

** Final Budget Adjustments were approved by the Board after the proposed budget was submitted.



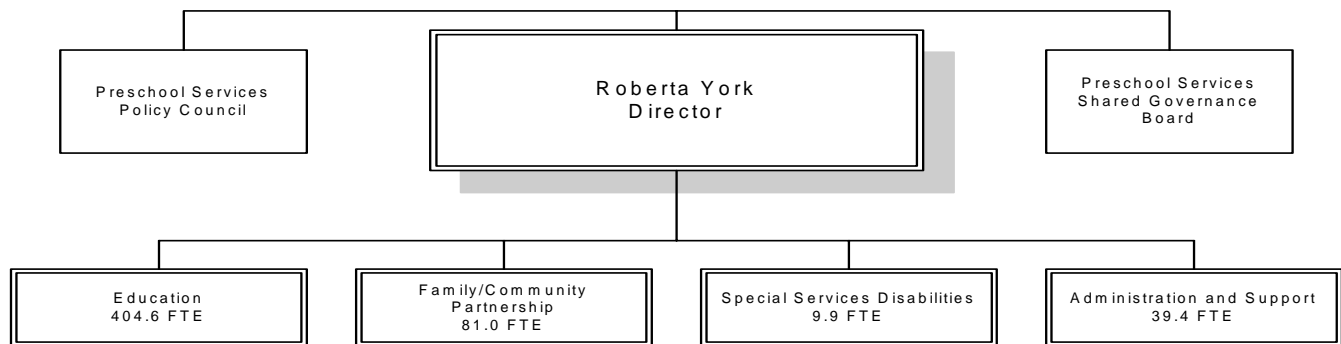
PRESCHOOL SERVICES

Roberta York

MISSION STATEMENT

The Department of Preschool Services provides a foundation for success for children by giving them the highest quality child development and family support services.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

Preschool Services Department (PSD) has operated the Federal Head Start and other childcare programs in San Bernardino County since 1965 providing comprehensive child development and family services to children, ages 3 to 5 years, of low income and disadvantaged families. As the primary program (87% of funding), Head Start incorporates educational, health, nutritional, and psychological services in order to help children become ready to enter and succeed in school and life in general. PSD provides childcare services at 39 sites throughout the county. Other programs operated by this department include State Preschool, General Child Care and Child and Adult Care Food Programs.

Preschool Services became a Department under the County of San Bernardino, Human Services System in January 1999 and continues to be fully funded from federal and state sources (no local cost). Prior to 1999-00, the Preschool Services function was budgeted outside of the county's organizational structure.

Major Programs

- **Early Childhood Education**

The Education Division oversees the daily operations of the Head Start sites. The county is divided into 6 areas for the purpose of general supervision and monitoring. This division is responsible for the overall operations of the Head Start Centers and ensures that each child is provided comprehensive child development services that are age appropriate, and address all areas of a child's growth and development: physical, social emotional, language and cognitive (academic including early literacy).

- **Family Community Partnerships (FCP)**

The FCP Division oversees the daily support of families enrolled in the Program. FCP Generalists are responsible for an assessment of individual family strengths and interests to help parents connect with the necessary services and other support systems needed to reach their goals. Eligibility Workers are responsible for gathering enrollment information on families and maintaining child attendance. Parents have an opportunity to become involved in the program through decision-making groups, such as (Parent Committees and Policy Council), volunteering in the classroom and conducting parent-initiated activities. Parents are also encouraged and given an opportunity to apply for positions for which they may qualify in the program.



Health, Nutrition and Mental Health are program areas under the Family Community Partnership Division. A Registered Nurse ensures that comprehensive health services are provided through direct services and/or referrals to appropriate community resources. Preventive health practices are provided through educational sessions and materials. A Nutritionist ensures that wholesome and nutritious meals and snacks are provided to children to supplement food served at home. Special menus are available to children with special medical requests. Children are provided age appropriate food experiences and parents participate in Nutrition Education classes. Parents are invited and encouraged to participate in Parent Nutrition and/or Health Advisory Committee. The Mental Health Specialists are responsible for providing services to parents, children and staff as needed or upon request or referral to all locations throughout the county.

The Transition Specialist partners with local school districts to ensure smooth transitions for children and families into kindergarten.

- **Special Services - Disabilities**

The Special Services Division has extended core capability for providing screening, evaluation, remediation and/or referral services to children with multiple special needs. This division includes a Psychologist, Speech Therapist, Special Education Specialist and a Registered Nurse.

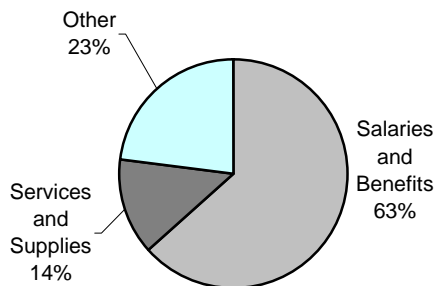
BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	38,011,785	37,487,002	38,391,082	38,809,924
Departmental Revenue	37,315,911	37,861,261	38,202,806	38,939,752
Fund Balance		(374,259)		(129,828)
Budgeted Staffing		575.8		535.9

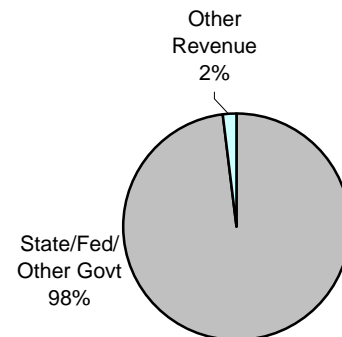
Workload Indicators

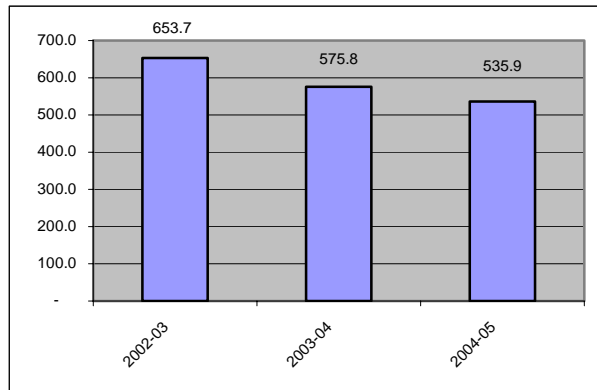
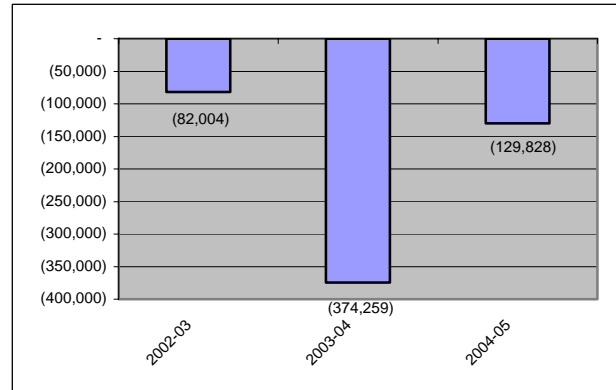
Average daily # of classes	287	282	278	289
Average daily # of children	4,503	4,370	4,333	4,483

2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY



2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 STAFFING TREND CHART**2004-05 FUND BALANCE TREND CHART**

GROUP: Human Services System
DEPARTMENT: Preschool Services
FUND: Preschool Services

BUDGET UNIT: RSC HPS
FUNCTION: Public Assistance
ACTIVITY: Early Child Development

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
<u>Appropriation</u>					
Salaries and Benefits	24,312,780	23,903,790	25,960,202	(1,478,396)	24,481,806
Services and Supplies	4,212,750	4,150,357	5,008,306	284,019	5,292,325
Central Computer	85,780	85,780	109,577	-	109,577
Other Charges	7,054,387	6,970,951	6,970,951	(658,643)	6,312,308
Improvement to Structures	207,241	-	-	-	-
Equipment	92,647	-	-	35,000	35,000
Transfers	2,425,497	2,376,124	2,578,908	-	2,578,908
Total Appropriation	38,391,082	37,487,002	40,627,944	(1,818,020)	38,809,924
<u>Departmental Revenue</u>					
Taxes	82,980	-	355,162	355,160	710,322
State, Fed or Gov't Aid	37,939,416	37,861,261	38,268,137	(38,707)	38,229,430
Total Revenue	38,202,806	37,861,261	38,623,299	316,453	38,939,752
Fund Balance		(374,259)	2,004,645	(2,134,473)	(129,828)
Budgeted Staffing		575.8	593.1	(57.2)	535.9

2003-04 Budget to Actual Narrative

Salaries and benefits exceeded final budget appropriation levels by \$408,990 or 1.7% due to unrealized attrition.

Services and supplies exceeded final budget appropriation levels by \$62,393. The Board approved one-time funds and increased appropriations by \$41,726 on February 10, 2004 (Item no. 37) to fund the installation of playground equipment at various sites throughout the county.

Other charges exceeded final budget appropriation levels by \$83,436 due to a 7% rate increase in the transportation contract. The Board approved the initial transportation contract on July 1, 2003 with a provision that the Assistant County Administrator for HSS, or his/her designee, has the authority to approve any individual rate increase to the contract by an amount not to exceed 7%. This increase was granted on August 13, 2003, retroactive back to July 1, 2003. The Board approved one-time funds and increased appropriations by \$175,000 on February 10, 2004 (Item no 37).

Improvement to structures exceeded final budget appropriation levels by \$207,241. PSD purchased and installed a modular unit at the Rancho Cucamonga site. The Board approved one-time funds and increased appropriations by \$209,599 on July 15, 2003 (Item no. 24).



Equipment exceeded final budget appropriation levels by \$92,647 due to anticipated purchases and installation of playground equipment for the new Yucca Valley, North Redlands and San Bernardino sites. The Board approved a transfer from salaries and benefits in the amount of \$130,000 on September 9, 2003 (Item no. 47). Additionally, the Board approved one-time funds and increased appropriations by \$97,361 on February 10, 2004.

Transfers will exceed final budget appropriation levels by \$49,373 due to new lease agreements at the Yucca Valley and the Ontario-Holt sites. Due to savings in services and supplies, a \$150,000-appropriation transfer from Services and Supplies was processed in January 2004 to cover the additional costs.

Staffing and Program Changes for 2004-05

Due to MOU and other staffing related increases of \$2.1 million, overall staffing was reduced 39.9 budgeted positions at a savings of \$1.5 million, which resulted in an increase of \$578,016 over last year. The reduction of budgeted positions will be managed through program changes and expected attrition, which is outlined as follows:

The department plans to reduce its teaching pool (currently 251) by 35 – 9-month (21 FTE) Teacher positions through attrition and contract terminations. Department administration is changing the Part Day Program Option from Single Session to Double Session. This proposed change was approved by the Parent Policy Council, Shared Governance Board, the Board of Supervisors (March 9, 2004, Item no. 24), and was submitted with the Grant Application for approval by the Administration for Children and Families (ACF) on April 1, 2004. Beginning July 1, 2004, part-day teachers will work five (5) eight hour days and teach two – 3 ½ hour sessions per day, four (4) days per week. On the fifth day of the week, teachers will have a non-teaching day to be utilized for class work preparation, planning, documentation, reporting, home visits and staff training. Classes will operate traditional or track and follow the same calendar for holidays and recess periods for 134 teaching days.

The department plans on eliminating all (10.2 FTE) Program Aide positions from the department structure. These positions provide assistance to children with disabilities. The department's reorganization will include training classroom assigned teachers to work directly with their special needs students.

The department proposes a reduction of (8.8 FTE) Contract Generalist Positions. This will be accomplished due to the implementation of an automated client tracking and monitoring system (Genesis) effective July 2003. These positions provide support services (e.g. referrals for medical, health, social services) to children and families. The referral and follow-up processes were done manually before, and are now automated to make operations more efficient and effective.

The department proposes eliminating (17.2 FTE) Administrative and Support Staff Positions. Positions are currently vacant or will be vacated by June 30, 2004 due to promotions, reassignments, retirement and/or terminations.

Services and supplies appropriation is increased by \$1.14 million. This is due to increases in the Countywide Cost Allocation Plan (COWCAP) of \$385,851, general liability of \$193,298, structural/playground improvements of \$165,000, site supplies of \$209,073, utilities and phone of \$112,615, food of \$46,000 and other miscellaneous \$28,163.

Other charges appropriation is reduced by \$658,643 due to decreases anticipated in food, transportation and Delegate Agency contracts. The application of the 4-day model for part-day classroom operations will create a projected reduction in food and transportation costs. In addition, the Delegate Agencies have returned 14 federal part-day slots and renegotiated food contract rates.

Equipment appropriation is increased by \$35,000 due to a new North Redlands site is anticipated to open in January 2005. This includes the purchase and installation of new playground equipment.

Transfers appropriation is increased by \$202,784 due mostly to increases in rent on all leases. This includes the two new sites in North Redlands and Yucca Valley.

Revenue appropriation is increased by \$818,835 due to a contract from the Children and Families Commission (First 5) in the amount of \$710,322 and an increase in federal and state aid of \$108,503. The contract with First 5 is to provide school readiness services to children in the High Desert Communities of San Bernardino County for



the period of January 1, 2004 through December 30, 2004 (with three – 12 month extensions). The areas of focus for school readiness are positive approaches to learning, cognitive ability, language and social and emotional growth. PSD is the lead agency and serves as the coordinating body and fiscal agent. The other members of the Coalition are the County Library, Public Health and the County Superintendent of Schools. The Board of Supervisors approved the contract on March 16, 2004 (Item no. 30) and authorized the Auditor/Controller-Recorder to increase appropriations in salaries and benefits, and services and supplies.

DEPARTMENT: Preschool Services
FUND: Preschool Services
BUDGET UNIT: RSC HPS

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
2003-04 FINAL BUDGET	575.8	37,487,002	37,861,261	(374,259)
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	1,600,134	-	1,600,134
Internal Service Fund Adjustments	-	229,130	-	229,130
Prop 172	-	-	-	-
Other Required Adjustments	17.3	549,640	-	549,640
Subtotal	17.3	2,378,904	-	2,378,904
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	762,038	762,038	-
Subtotal	-	762,038	762,038	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	593.1	40,627,944	38,623,299	2,004,645
Board Approved Changes to Base Budget	(57.2)	(1,818,020)	316,453	(2,134,473)
TOTAL 2004-05 FINAL BUDGET	535.9	38,809,924	38,939,752	(129,828)

DEPARTMENT: Preschool Services
FUND: Preschool Services
BUDGET UNIT: RSC HPS

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
1. Eliminate 10.2 FTE Contract Program Aides Positions Eliminate all Program Aide positions (9.23-9 mo and 1-12 mo) from the departmental structure. These positions provide assistance to children with disabilities. The department's reorganization will include training classroom assigned teachers to work directly with their special needs students.	(10.2)	(248,016)	-	(248,016)
2. Reduce 8.8 FTE Contract Generalist Positions Reduce the number of Generalist positions by 8.8 FTE due to the implementation of an automated client tracking and monitoring system (Genesis) effective July 2003. These positions provide support services (e.g. referrals for medical, health, social services) to children and families. The referral and follow-up processes were done manually before, and are now automated to make operations more efficient and effective.	(8.8)	(263,906)	-	(263,906)
3. Eliminate 17.2 FTE Administrative and Support Staff Positions Positions are currently vacant or will be vacated by June 30, 2004 due to promotions, reassignments, retirement and/or terminations	(17.2)	(629,541)	-	(629,541)
4. Reduce 21 FTE Contract Teacher 9mo Positions Reduce the number of Teacher 9 mo positions by 21 FTE. Preschool will experience a Teacher surplus as it changes teaching staff ratios currently at 2 Teachers and 1 Teacher's Aide per double session (two 3.5 hour classes per day) to 1 Teacher and 1 Teacher's Aide per double session)	(21.0)	(446,355)	-	(446,355)



DEPARTMENT: Preschool Services
 FUND: Preschool Services
 BUDGET UNIT: RSC HPS

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes		Budgeted Staffing	Appropriation	Departmental Revenue	Fund Balance
5.	Increase in Services and Supplies Increase Services and Supplies due to anticipated increases in utilities costs for new sites and general inflation.	-	(347,571)	-	(347,571)
6.	First 5 Grant Revenue contract renewal anticipated with the Children and Families Commission of San Bernardino for the second-half of the fiscal year. The original amount of the grant is \$710,323 for School Readiness activities for the period of January 1, 2004 through December 31, 2004.	-	355,160	355,160	-
7.	Service Delivery Contracts Decrease Decreases are anticipated in food, transportation and Delegate Agency contracts. The application of the 4-day model for part-day classroom operations will create a projected reduction in food and transportation costs. In addition, the Delegate Agencies have returned 14 federal part-day slots and	-	(658,643)	-	(658,643)
8.	Playground Equipment Purchase - New North Redlands A new North Redlands site is anticipated to open in January 2005. This includes the purchase and installation of new playground equipment.	-	35,000	-	35,000
9.	Head Start Revenue Increase Head Start Revenue is expected to increase due to a 1.5% Cost of Living Allowance (COLA)	-	-	105,187	(105,187)
10.	Child and Adult Care Food Programs CACFP) Revenue Decrease CACFP Revenue Reimbursement is expected to decrease due to the implementation of a 4-day model for part-day classroom operations.	-	-	(273,722)	273,722
11.	County-wide Cost Allocation Plan (COWCAP) Increase COWCAP increase is due primarily to increases in unemployment costs for contract staff. Most contract staff work 9 month per year and are eligible to collect unemployment benefits up to 3 month per year.	-	385,851	-	385,851
12.	** Final Budget Adjustment - Fund Balance Revenue increased due to delayed reimbursements for prior year expenditures.	-	-	129,828	(129,828)
Total		(57.2)	(1,818,020)	316,453	(2,134,473)

** Final Budget Adjustment was approved by the Board after the proposed budget was submitted.



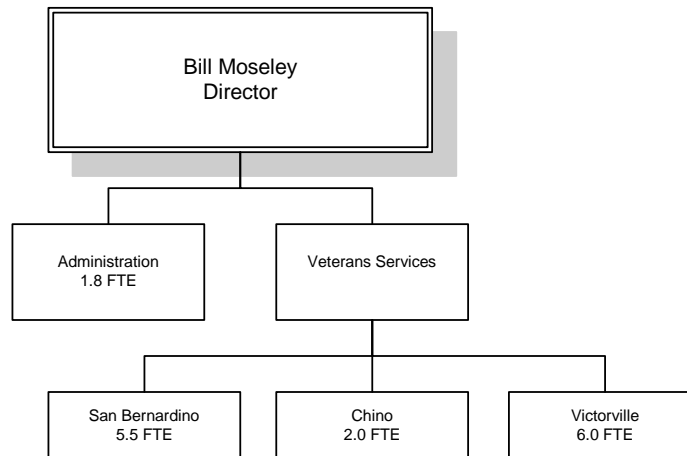
VETERANS AFFAIRS

Bill Moseley

MISSION STATEMENT

The Department of Veterans Affairs promotes veterans' rights, issues, and access to services and benefits. It works with community organizations, local, state, and federal agencies to identify and obtain benefits for all veterans and their families.

ORGANIZATIONAL CHART



DESCRIPTION OF MAJOR SERVICES

According to the Secretary of the U.S. Department of Veterans Affairs, approximately one out of every three people in the United States is a potential VA beneficiary. In San Bernardino County, this means approximately 565,000 veterans; dependents and survivors may become recipients of veterans' benefits. Veterans Affairs (VA) provides information and assistance to residents in filing claims for benefits and services to which they may be entitled from federal, state, and local governments. These benefits include medical care, life insurance, home loans, pension benefits, disability compensation, education, and vocational rehabilitation. County VA employees are often the initial contact with the VA system for veterans in our community.

Services to the veterans' community are concentrated in the following four areas:

Claims Assistance

- Provide benefits counseling, claim preparation, and development of probative evidence.
- Monitor claim adjudication and resolve issues or questions in favor of the veteran. Provide assistance with administrative and appellate review of claims.
- Administer the California College Fee Waiver program for dependents of disabled veterans in San Bernardino County.

Information and referral to other programs

- Make referrals to other county departments, i.e., Aging and Adult Services, Transitional Assistance Department, Community Services, Behavioral Health, County Recorder, etc.
- Provide information and referrals to area homeless providers and emergency services providers.
- Make referrals to State and Federal agencies including Social Security and SSI, Employment Development, Rail road Retirement, Department of Defense, etc.



Advocacy

- Individual advocacy entails resolution of adjudicative questions and concerns related to processing of an individual veteran's claim.
- Advocacy at the policy level includes resolution of local policy and procedural issues that better serve the bureaucracy rather than our veterans.
- Legislative advocacy involves providing state and federal elected officials with technical assistance regarding veterans' legislation.

Outreach

- Conduct outreach at retirement homes, mortuaries, schools, military separation programs, and service organization (American Legion, Disabled American Veterans, Veterans of Foreign wars, Elks, Rotary, etc.) for the purpose of informing the community of veterans' benefits and services.
- Participate in community events relevant to veterans: job fairs, stand-downs, government day events, etc.

BUDGET AND WORKLOAD HISTORY

	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Appropriation	1,099,563	1,130,068	1,045,667	1,145,928
Departmental Revenue	270,539	257,018	287,132	299,667
Local Cost	829,024	873,050	758,535	846,261
Budgeted Staffing		17.0		16.3

Workload Indicators

Subvention Claims Filed	4,469	5,500	4,166	5,500
New Ann. Monetary	8,700,000	8,000,000	9,131,784	8,000,000
Average Annual Awards	1,709	1,400	2,211	1,400

Appropriation savings of \$49,966 in 2003-04 in salary and benefits is due to the following:

- A Supervising Veteran Services Rep position is currently being under filled with a Veteran Services Rep II.
- A Veteran Services Rep I position was vacant most of the fiscal year pending recruitment.

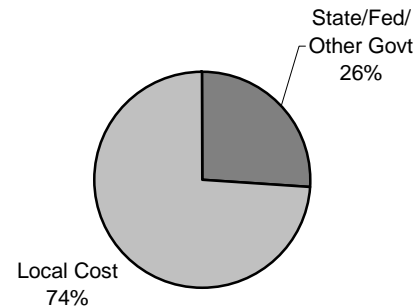
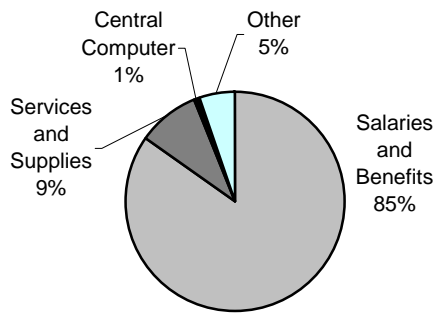
In addition, a savings of \$34,435 in services, supplies and rent is due to the Ontario office move to the Chino Courthouse.

An increase of \$30,114 in state revenue is due to increased workload in 2003-04.

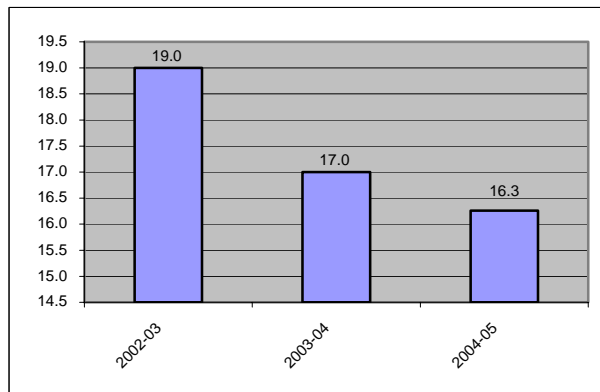


2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY

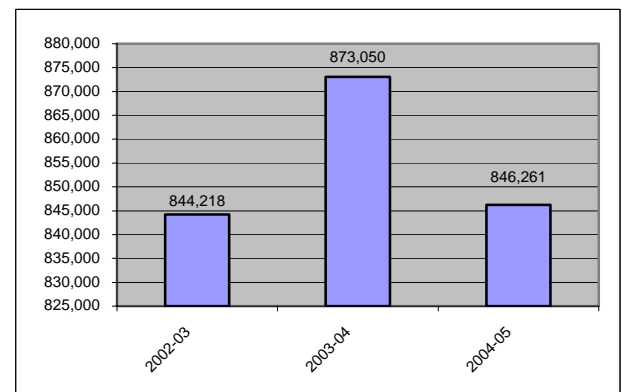
2004-05 BREAKDOWN BY FINANCING SOURCE



2004-05 STAFFING TREND CHART



2004-05 LOCAL COST TREND CHART



GROUP: Human Services System
DEPARTMENT: Veterans Affairs
FUND: General

BUDGET UNIT: AAA VAF
FUNCTION: Public Assistance
ACTIVITY: Veterans Affairs

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Salaries and Benefits	888,862	938,828	958,361	12,032	970,393
Services and Supplies	89,090	112,776	109,435	(3,607)	105,828
Central Computer	10,533	10,533	10,201	-	10,201
Other Charges	838	800	800	-	800
L/P Equipment	5,787	6,000	6,000	-	6,000
Transfers	50,557	61,131	61,131	(8,425)	52,706
Total Appropriation	1,045,667	1,130,068	1,145,928	-	1,145,928
Departmental Revenue					
State, Fed or Gov't Aid	287,132	257,018	299,667	-	299,667
Total Revenue	287,132	257,018	299,667	-	299,667
Local Cost	758,535	873,050	846,261	-	846,261
Budgeted Staffing		17.0	16.3	-	16.3



DEPARTMENT: Veterans Affairs
 FUND: General
 BUDGET UNIT: AAA VAF

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
2003-04 FINAL BUDGET	17.0	1,130,068	257,018	873,050
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	57,116	-	57,116
Internal Service Fund Adjustments	-	2,589	-	2,589
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	59,705	-	59,705
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	(3,000)	-	(3,000)
Mid-Year Board Items	-	-	-	-
Subtotal	-	(3,000)	-	(3,000)
Impacts Due to State Budget Cuts	(0.7)	(40,845)	42,649	(83,494)
TOTAL BOARD APPROVED BASE BUDGET	16.3	1,145,928	299,667	846,261
Board Approved Changes to Base Budget	-	-	-	-
TOTAL 2004-05 FINAL BUDGET	16.3	1,145,928	299,667	846,261

SCHEDULE B

DEPARTMENT: Veterans Affairs
 FUND: General
 BUDGET UNIT: AAA VAF

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes	Budgeted Staffing	Appropriation	Departmental Revenue	Local Cost
1. Increase in Salary and Benefits This is due to increases in overall salary and benefits not included in Board approved targets.		12,032	12,032	-
2. Reduction in Services and Supplies Overall reduction in general office supplies	-	(3,607)	(3,607)	-
3. Reduction in Transfers to other county departments Reduction in Administrative charges to AAA DPA budget	-	(8,425)	(8,425)	-
Total	-	-	-	-

